



Pine Grove Community Service District

State Water System ID# 0310005

Board of Directors Meeting

~ Summary of Meeting Minutes ~

This meeting was tape-recorded

Pine Grove, Amador County, California

Wednesday February 26, 2019
2:00 p.m.

The Board of Directors of the ***Pine Grove Community Services District*** met at its office, 19840 State Highway 88, Pine Grove, California, adjacent to the Pine Grove Community Fire House, on the above date and time, at which the following proceedings took place.

Directors Present:

President	-- Mr. Rick Schultz
Director	-- Mr. Paul Johnston
Finance Officer	-- Mr. Richard Schlaman
Vice President	-- Mr. Kevin McCann
Director	-- Mr. Patrick Sullivan

Staff Present:

General Manager	-- Lori Arnberg
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Guests:

County Supervisor	-- Frank Axe
Amador Water Agency	-- Susan Peters

Guests: None

At 2:00 p.m. Board President Richard Schultz called to order today's Board of Directors meeting of the ~ ***Pine Grove Community Services District.*** ~

CORRESPONDENCE REGISTER

President Schultz invited the Directors to take note of the following items in the Register:

1. AWA minutes & agendas - on clipboard
2. County / LAFCO / Upcountry Council notices - on clipboard
3. CRWA/CSDA/Senator's update and information - on inside bulletin board

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19840 State Highway 88 at Irish Town Road
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P O Box 367

Pine Grove CA 95665-0367

1) Guest Updates

Amador Water Updates – Susan Peters, Vice President of the Board of Directors for Amador Water Agency provided updates on the following:

- The previous General Manager, Gene Mancebo is no longer with AWA. John Kingsbury is the interim GM and is assisting with recruiting, financial reporting and reorganization.
- AWA has hired a recruiter, Rob Rosco, to research the skills and education needed in the new General Manager position and to develop the job description and posting.
- AWA has responded to the grand jury report and part of that response includes reorganization and improved financial reporting.
- Rate study – AWA is beginning to interview potential contractors to complete the new rate study.
- SB998 requirements for water shut off have been implemented at AWA
- A Master Plan is in process of development at AWA to review all facility needs and provide prioritization, budgeting and a long-term capital plan. The Ione treatment plant upgrades are the current priority due to water taste and odor issues from storage at the reservoir.

Supervisor Frank Axe –

- Shared that there are possible funds available for Park Improvements through Prop. 68; he gave the contact information to Lori and she will follow up.
- Supervisor Axe will schedule a conference call with Chuck Isly from the County so that we can begin completing the application for a bridge loan for the tank project.

2) STAFF REPORTS

General Manager's Report –

- Mtg minutes 2/12/2020 were reviewed by the Board.

MOTION was called for by Bd. President Schultz: Director Johnston moved, Director Schlaman seconded, and with Aye votes by Directors McCann, Schultz, Johnston and Schlaman, the Board offered approval to accept the meeting minutes from Meeting Minutes from 2/12/2020. Director Sullivan abstained as he was not an official Board Member at that meeting.

- Hazard Mitigation – current estimate is too costly; we need to see if we could complete project without having to replace the roadway.

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- LAFCO – meeting with Toma and LAFCO Friday at 10:00 to clarify and complete.
- Updated water shut off policy will be ready at our next meeting; we will likely adopt AWA's – will be sent in advance of meeting for Board review.
- Updated requirements for chemical use language will be added to our Rules and regulations – State requirement - will be sent before next meeting for Board review.
- Updated drought policy will be drafted to meet stage level requirements from the State; updated draft will be sent for Board review prior to next meeting.
- Backflow device survey will be sent out to all customers and we will need to find and pay for a certified person to sign off – State requirement – draft will be sent to Board Directors for review prior to next meeting.
- Request Water Committee meeting to:
 - 1) Consider combining all Infrastructure Replacement grant requests into one – Environmental estimate \$90K
 - 2) Drive Lue expansion route with Liam – see if we can get road costs lower
 - 3) Consider amortization of participation fees to increase likelihood of new customers joining from the Lupe area
 - 4) Consider utilizing an Attorney with experience in SRF funding to finalize tank contract
 - 5) Discuss plan to remove both old tanks once the new tank is in place.

Water Operator's Report – Next Meeting

3) OLD BUSINESS ~ items to Review for Discussion and Possible Action – None

- Hwy 88 contract for land purchase and temporary lease – Board President Rick Schultz has reviewed the proposal and indicated that the lease end date is 6 years after the funds are deposited. President Schultz asked, and the Board Directors agreed that the contract should be reviewed by the Attorney. President Schultz will mark the area involved so that everyone can visually see what the impact will be.

4) NEW BUSINESS ITEMS –

- New Director Swearing In to Office – County Supervisor swore in Patrick Sullivan as our new Board Director, he will be replacing Jay Ollig.

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- Letter requested by CSDA Opposing new bill to require a two-year retention for emails read by the Directors and it was agreed to have Board President, Rick Schultz, sign it.

4) COMMITTEE REPORTS

Water Committee - President Schultz, Director Schlaman

- Regarding the water tank project: - Toured Alejandra Nunez, Project Manager from Waterboards. Our application is still being reviewed by the contracts department and no known timeline for approval is available.
- Regarding the well/raw water/cemetery projects: No updates
- Regarding the Water Loss Analysis - Will be updated for 2nd March meeting.
- Meter replacement Grant - No updates
- Infrastructure Replacement - The Water committee will consider combining all grants into one and make a recommendation to the Board.
- Water Line Expansion - No updates.
- **NOTE** - Director Sullivan will join the Water committee.
- **Personnel & Safety Committee - Directors Johnston and McCann** No updates
- **Pine Grove Community Service District Park Directors McCann and Johnston** -- Director Johnston inquired about having the State pave the church street corner when the Hwy 88 project is complete, it was noted that they are to return the property in originally found condition.
Director Johnston shared his research that would allow the District to claim the large cedar tree in the back of the park as a Heritage Tree to help protect it from the Hwy 8 project.
Director McCann shared that the fine for cutting down the tree is only \$100 so minimal cost should be applied to this effort.
- **Governmental Affairs Committee Director Schlaman** - No updates at this time
- **Grants & Finance Committee - Director Schlaman** -January and February financials will be ready for review at the next meeting.

Closed Session - None

DIRECTOR & STAFF ADDITIONAL COMMENTS - None

ADJOURNMENT

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As there were no additional comments and with Board acceptance, President Schultz adjourned today's Board of Directors Meeting at 3:17 p.m.

**** DATES TO REMEMBER ****

March 11th – Regular meeting 9:00 a.m.

March 25th – Regular Meeting 2:00 p.m.

Respectfully submitted - Lori Arnberg, Clerk to the Board of Directors