



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

February 12, 2020
9:00 a.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

Staff Present:

General Manager	-- Lori Arnberg
Water Operator	-- Michael Murray

Guests:	Engineer	-- Liam Bailey
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Guests: None

9:00 a.m. Board President Richard Schultz called to order today's Board of Directors meeting of the ~ *Pine Grove Community Services District*. ~



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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

1) STAFF REPORTS

General Manager's Report -

- Mtg minutes 1/22/2020 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 1/22/2020.

- LAFCO arranged meetings for small Water District Managers. RCAC does free surveys for disadvantaged income; may be worth doing if ours goes up beyond the DAC status. River Pines was able to get 100% grant funds from the federal Gov't.
- LAFCO - Our docs are still at Toma's - I have contacted them several times and they say they will be working on getting them to the County.
- MAC meeting - they approved funds to have the consultant update the plan to include us and others. We have 2 grants submitted, one for Commercial Meters and one for Infrastructure Replacement. They have also approved funds to do a needs assessment with DACs so we will be participating in that. The next meeting is scheduled for April 24th at 1:30.
- CDBG funding - AWA will not spend funds down by 50% in time for us to apply this year. The Federal Gov't has added many steps that include significant reporting and several public meetings, it may be best to just continue pursuing State funds through DWR.
- Waste Disposal - we now have an EPA number and will be able to dispose of excess paint and the diesel at the tank yard.

Water Operator's Report - Please see written report

2) OLD BUSINESS ~ items to Review for Discussion and Possible Action - None



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- Highway 88 Offer – Board President Schultz reviewed the proposal and will follow up to ask if a time limit can be set on the temporary construction easement.

3) NEW BUSINESS ITEMS –

- Updated policy for water shut-off – tabled to next meeting pending our Attorney's review
- New Director Candidate – Patrick Sullivan gave an overview of his experience which includes Plumbing, electrical, land development, contract negotiations and construction management.

4) COMMITTEE REPORTS

Water Committee - Vice President Schultz

- Regarding the water tank project: - President Schultz received a response from Alejandra Nunez at DWR stating that she had an update from the contracts unit, the funding agreement for the tanks project is with management awaiting the last review before it is sent to you
- Regarding the well/raw water/cemetery projects: No updates at this time.
- Regarding the Water Loss Analysis – Will be updated after the next meter read
- Meter replacement Grant – Engineer Liam Bailey, indicated that the DWR Environmental team has all of the information and is reviewing it.
- Infrastructure Replacement – Proposal for 1/3rd of the needed replacement is being added to the MAC plan. No updates from DWR on our proposal to them.

Water Line Expansion – Hazard Mitigation – They have agreed to add Pine Grove to the plan. Meetings will be held February 19th and 20th to create the plan; this will be our opportunity to try to expand lines above the Lupe area for hydrants. We will need Liam to do some work on this so that I can submit plans and costing – his cost will not exceed \$1,000 and likely will be around \$300, depending on the detail requested. If this project is accepted by FEMA our share is 25% of the project, some of this can include in-kind contribution

MOTION was called for by Bd. President Schultz: Director McCann moved, Director Johnston seconded, and with Aye votes by Directors McCann, Schultz, Johnston and Schlaman, the Board offered approval for Engineer, Liam Bailey, to complete documents for the hazard Mitigation plan with cost not to exceed \$1,000.

- *Personnel & Safety Committee* – Directors Johnston and McCann

The Worker's Comp. report for 2019 is posted as required and there were no accidents in 2019.

- ***Pine Grove Community Service District Park Directors McCann and Johnston --***



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- Director Johnston asked if we should consider landscaping the small strip off of Church Street. Vice President McCann indicated that we should not do this since the Highway 88 project may damage our efforts.
- **Governmental Affairs Committee Director Schlaman** – No updates at this time
- **Grants & Finance Committee – Director Schlaman** – No updates at this time; January financials will be reviewed at the next meeting.
- **Project Costing** – Lori requested approval from the Board for Engineer, Liam Bailey, to assist with costing, description and mapping for the Hazard Mitigation project to expand lines above the Lupe area for fire hydrants.

5) Closed Session – New Board member candidate review

6) Open Session – New Board member

MOTION was called for by Bd. President Schultz: Director Johnston moved, Director McCann seconded, and with Aye votes by Directors McCann, Schultz, Johnston and Schlaman, the Board offered approval to accept Patrick Sullivan as a new Director.

DIRECTOR & STAFF ADDITIONAL COMMENTS – None

ADJOURNMENT

As there were no additional comments and with Board acceptance, President Schultz adjourned today's Board of Directors Meeting at 10:36 a.m.

**** DATES TO REMEMBER ****

February 17th – Holiday, office closed

February 26th Regular meeting in office 2:00

March 11, 2020 Regular meeting in office 9:00 a.m.

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