



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

April 29, 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
Director	-- Mr. Patrick Sullivan

Staff Present:

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

Guests - None

Guests: None

9:14 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 3/11/2020 were reviewed by the Board.

MOTION was called for by Bd. President Schultz: Vice President McCann moved, Director Sullivan seconded, and with Aye votes by Directors McCann, Schultz, Johnston, Sullivan and Schlaman, the Board offered approval to accept the meeting minutes from 3/11/2020.

Water Operator's Report - Please see written report

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

- AT and T - Board President Schultz. The new space lease for the generator will add \$100.00 per month to the lease. The lease is set to renew every 5 years through 2030. We are waiting for updated maps with the location designated by our Engineer.

3) NEW BUSINESS ITEMS -

- Resolution 2020-05 - Adopt the updated Policy and Procedures Manual that includes all new items passed through resolution in the past year.
MOTION was called for by Bd. President Schultz: Director Johnston moved, Director Sullivan seconded, and with Aye votes by Directors McCann, Schultz, Johnston, Sullivan and Schlaman, the Board offered approval to accept the updated Policy and Procedures Manual.
- Resolution 2020-06 - Adopt the updated Rules and Regulations Manual that includes all new items passed through resolution in the past year.
- MOTION was called for by Bd. President Schultz: Vice President McCann moved, Director Johnston seconded, and with Aye votes by Directors McCann, Schultz, Johnston, Sullivan and Schlaman, the Board offered approval to accept the updated Rules and Regulations Manual.



Pine Grove Community Service District

State Water System ID# 0310005

- Park ordinance – a draft announcement for a new park ordinance limiting park hours to dawn to dusk was reviewed.

MOTION was called for by Bd. President Schultz: Vice President McCann moved, Director Sullivan seconded, and with Aye votes by Directors McCann, Schultz, Johnston, Sullivan and Schlaman, the Board offered approval to post the announcement for the new park hours.

4) COMMITTEE REPORTS

Water Committee - Vice President Schultz

- Regarding the water tank project: - President Schultz signed and sent the authorization on April 10th and will follow up with our contact at Waterboards.
- Regarding the well/raw water/cemetery projects: No updates at this time.
- Regarding the Water Loss Analysis – The updated analysis was distributed and reviewed. We continue to see water loss in the Master Meter 4 area and have not been able to locate a leak
- Meter replacement Grant – Engineer Liam Bailey and Project Manager Alejandra Nunez have been updating documents to increase the fund request to include shut-off valves at all locations.
- Infrastructure Replacement – Proposal for 1/3rd of the needed replacement is being added to the MAC plan. Waterboards Project Manager, Alejandra Nunez has indicated that this project would be the lowest on the State priority list and recommends alternate funding. Lori will seek input from the Waterboards Engineer assigned to our District as this will impact the requirement to remove all Lead from our system within 10 years.

Water Line Expansion – Hazard Mitigation Information has been completed.

- Personnel & Safety Committee – Directors Johnston and McCann

The Personnel Committee will meet with Lori in the next week or two to review performance.

- ***Pine Grove Community Service District Park Directors McCann and Johnston --***
- Director Johnston asked if we should consider giving rate payers a rebate through the AT and T Tower funds but the Directors felt it was too costly.
- Director Johnston asked if we should consider giving the food bank some funds from the Tower Lease to assist with the high need due to the Corona Virus, the Directors would like to consider this and will discuss at the next meeting.
- Vice President McCann met with Kurt Ford, Contractor, and asked that Lori request an updated bid on the shade structure to include beams and supports they determined would be necessary.



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- President Schultz shared that the Highway 88 Improvement project does not currently include a temporary fence between the park and the highway during construction.
- President Schultz marked the Hwy 88 project impact area and the project will not disturb the large trees in the back of the park.
- The Directors agreed to have Michael tape off and close the playground until further notice due to the Corona Virus.
- **Governmental Affairs Committee Director Schlaman** – The MAC plan won't be updated until late in the year, The MAC group has not received funding for the DAC surveys so they are not scheduled yet.
 - **Grants & Finance Committee – Director Schlaman** –
 - *Director Schlaman reviewed the February and March Financial Statements.* There are a couple of items that need to be clarified with the Accountant but overall, they are in line with what is expected.

MOTION was called for by Bd. President Schultz: Director Johnston moved, Director Schlaman seconded, and with Aye votes by Directors McCann, Schultz, Johnston, Sullivan and Schlaman, the Board offered approval to accept the February and March Financial Statements.

- Director Schlaman indicted that investment in CDs may be something to consider with the volatility of the market due to the impact of the Corona Virus.
 - Director Schlaman and Lori are working on the draft budget and will schedule time to meet with our Accountant to finalize.

5) Closed Session – None

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.

***** Due to the Social Distancing and Stay at Home order during the continued Corona Virus threat meetings will be scheduled on an as needed basis.**

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