



# 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

May 20, 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 -

Engineer	-- Liam Bailey
Waterboards Project Manager	--Alejandra Nunez (via phone)

### 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.*** ~



# Pine Grove Community Service District

State Water System ID# 0310005

## **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) Phone conference with Alejandra Nunez, Project Manager from Waterboards**
- Alejandra indicated that we do not have to wait for their final review and approval on the Tank contract to go out for bid
  - Alejandra requested maps, costing and further justification for the Infrastructure replacement. Liam Bailey, Engineer, will provide the requested information.
  - President Schultz will follow up with David Bruglia, Financial Assistant at Waterboards, to see when we can expect the signed agreement for the Tank project.

## **2) STAFF REPORTS**

### **General Manager's Report -**

- Mtg minutes 4/29/2020 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 4/29/2020.

### **Water Operator's Report - Please see written report**

## **3) OLD BUSINESS ~ items to Review for Discussion and Possible Action - None**

- AT and T - Board President Schultz - The generator location has been updated and the new permit has been obtained, we are waiting for the updated agreement for signature.
- Purchase of park land for the Hwy 88 Project - President Schultz signed the documents and we are waiting for the payment.



# Pine Grove Community Service District

State Water System ID# 0310005

## 4) NEW BUSINESS ITEMS –

- Resolution 2020-07 – Submit Assessments to the County for collection  
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 submit the Assessments to the County.
- Resolution 2020-08 – Provide water service to Rick and Audra White on Murphy Road
- 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 provide water to the White family on Murphy road.

## 5) COMMITTEE REPORTS

### ***Water Committee - Vice President Schultz***

- Regarding the water tank project: - See updates from item 1
- Regarding the well/raw water/cemetery projects: No updates at this time.
- Regarding the Water Loss Analysis – Next meeting
- Meter replacement Grant – No updates
- Infrastructure Replacement – See updates in item 1
  - Water Line Expansion – no updates

### ***Personnel & Safety Committee*** – Director Johnston and Vice President McCann

- Performance Reviews are up to date
- Consider allowing Lori to work remotely 3 days per week when the Covid-19 shelter in place order is lifted – moved to closed session.
- Director Johnston recommended that we review and purchase any required personal protective equipment needed, Lori will follow up.

### ***Pine Grove Community Service District Park Vice President McCann and Director Johnston***

- 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. Director Sullivan expressed concern that our water customers don't realize that those funds do not come from our rate payers and it may not be viewed well; all Directors agreed and chose not to donate AT and T lease funds.



# Pine Grove Community Service District

State Water System ID# 0310005

- A revised bid at \$4,000.00 less for a shade structure was received. The current bid is \$11,500.00.
- MOTION was called for by Bd. President Schultz: Director Johnston moved, Vice President McCann seconded, and with Aye votes by Directors McCann, Schultz, Johnston, Sullivan and Schlaman, the Board offered approval to accept the revised bid for the shade structure.
- **Governmental Affairs Committee Director Schlaman** – No updates
  - **Grants & Finance Committee – Director Schlaman** –
  - *Director Schlaman reviewed the draft budget for 2020/2021 FY*

MOTION was called for by Bd. President Schultz: Director Schlaman moved, Vice President McCann seconded, and with Aye votes by Directors McCann, Schultz, Johnston, Sullivan and Schlaman, the Board offered approval to accept the budget for FY 20/21.

- Director Schlaman suggested that we consider charging the ark account for the water used in the park as well as 20% of Michael's time. All Directors agreed and Lori will follow up with the CPA to see if this is something that can be done easily.

## 6) Closed Session – Personnel

**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 10:45 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