



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

July 8, 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
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Guests: None	Community Member	-- Jay Ollig
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9:03 a.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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1) STAFF REPORTS

General Manager's Report –

- Mtg minutes 6/10/2020 were reviewed by the Board.

MOTION was called for by Bd. President Schultz: Vice President McCann moved, Director Johnston seconded, and with Aye votes by Directors McCann, Schultz, Johnston, and Schlaman, the Board offered approval to accept the meeting minutes from 6/10/2020.

- The Annual audit is scheduled for August 20, 2020

Water Operator's Report – Next Meeting

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

3) NEW BUSINESS ITEMS –

- Resolution 2020-09 – Accept residential connection on Murphy Rd. with no expectations of tax revenue but with assessments.

MOTION was called for by Bd. President Schultz: Director Johnston moved, Vice President McCann seconded, with Aye votes by Directors McCann, Schultz, Johnston, and Schlaman, the Board offered approval for resolution 2020-09.

- Resolution 2020-10 – Accept new policy for “Fitness to Work” that includes drug policy required by Waterboards for the grant.

MOTION was called for by Bd. President Schultz: Director Johnston moved, Vice President McCann seconded, with Aye votes by Directors McCann, Schultz, Johnston, and Schlaman, the Board offered approval for resolution 2020-10.

- Clarification on water connections – The rules and regulations will be updated to clarify the following for new connections:

Homeowner will be responsible for cost to tap the main line and install the line to the meter location

Work that requires equipment are lengthy sections of pipe will be completed by a licensed Contractor and all work will be inspected by the District

When the line is close to the meter location the District will tap the line



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The District will install the meter

Customers are responsible for the line and connections from the meter to their building.

- Clarification on multiple service fees for commercial buildings when they are not fully occupied. A customer requested having service fees reduced for empty locations. The Directors discussed the issue but determined that our infrastructure remains the same and therefore the fees should not be reduced.
- Support for Mt. Zion fire lookout – Lori will see if they have a fund set up and need donations to run the site. If they have a fund and need assistance the Board will consider a contribution from the AT and T lease funds.
- Bank of Stockton and Church Street – Director Johnston expressed concern about the construction of the new bank potentially causing damage to the road. It was determined that this issue would already be addressed in the permit.

4) COMMITTEE REPORTS

Water Committee - Vice President Schultz

- Regarding the water tank project: - President Schultz reported that there were 8 Contractors represented at the bid walk and bids are due by July 28th. The request for the Bridge loan from the County has been submitted.
Regarding the well/raw water/cemetery projects: Lori will research the State requirements to use the well water in the case of emergency.
- Regarding the Water Loss Analysis – The Water Analysis was reviewed and continues to show loss in some areas. Vice President McCann will provide usage information from the Pine Grove Mobile Estates to compare with our meter read.
- Meter replacement Grant – Engineer, Liam Bailey, has provided all requested documents to the Waterboards staff.
- Infrastructure Replacement – No updates
- Water Line Expansion – no updates

5) & Safety Committee – Director Johnston and Vice President McCann

No Updates



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6) Pine Grove Community Service District Park Vice President McCann and Director Johnston

- The bid to replace broken components in our park sprinkler system and to clean and re-plant the back park area was received.
- The Shade Structure is complete – we may add shade screen on the top at a later date.

7) Governmental Affairs Committee Director Schlaman – No updates

Grants & Finance Committee – Director Schlaman –

- Director Schlaman will contact our Accountant to determine the best way to track the grant and Bridge loan funds.
- April and May financial statements were reviewed by the Directors. Director Schlaman will look at funds that can be transferred to the LAIF account.

MOTION was called for by Bd. President Schultz: Director Schlaman moved, Vice President McCann seconded, with Aye votes by Directors McCann, Schultz, Johnston, and Schlaman, the Board offered approval to accept the April and May financial statements.

6) Closed Session – The Board accepted Jay Ollig to return to the Board as a Director to replace the vacant seat as Director Sullivan died unexpectedly.

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