



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

December 14, 2022

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. Kevin McCann
Vice President	-- Mr. Richard Schultz
Director	-- Ms. Melissa Ontiveros
Finance Officer	-- Mr. Richard Schlaman
Director	- Mr. Michael Bowers

Staff Present:

General Manager	-- Lori Arnberg
Water Operator	-- George Barnes

Guest:

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

CORRESPONDENCE REGISTER President McCann 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 clipboard



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1) General Manager's Report -

- Mtg minutes 11/9/22 were reviewed by the Board.

MOTION was called for by Bd. President McCann Director Bowers moved, Director Schultz seconded, and with Aye votes by Directors McCann, Schlaman, Bowers, Ontiveros and Schultz the Board offered approval to accept the meeting minutes from 11/9/22.

- Strategic Goals – distributed for review of progress. Lori requested input on goals for next year.

Water Operator's Report – Please see written report

2) OLD BUSINESS -

- Payment and response from Mario's tree service has not been received; all Directors agreed that we should request that our Attorney send a follow-up letter. Lori will send the Attorney copies of what has been sent and ask them to draft a letter.

3) NEW BUSINESS ITEMS -

- Resolution 2022-11 – Updating language to the Water Code regarding owner/renter responsibility for utility bills.
- MOTION was called for by Bd. President McCann Director Bowers moved, Director Schlaman seconded, and with Aye votes by Directors McCann, Schlaman, Bowers, Ontiveros and Schultz the Board offered approval to update the Water Code language regarding Renter/Owner responsibility as written in Resolution 2022-11.

4) COMMITTEE REPORTS -

Water Committee - Vice President Schultz and Director Bowers ~

Lead Abatement and Water Conservation (LAWC Grant) -

- Alejandra confirmed our Disadvantaged Community status but it will be reviewed again just before approval
- All financial information updated to reflect changes since submitting the original application
- Alejandra learned that our funding will come from the State (trickle down from Infrastructure Federal Dollars) – this will allow us to only meet State Environmental requirements – for the Planning application we only will need the Notice of Exemption for



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CEQA (California Environmental Quality Act) and then the major Environmental surveys in the Construction grant

- Notice of Exemption filed on 11/22/22. NOTE – the County only accepts checks and cash now.
- Notice of Exemption filed with the State
- We have a letter of understanding but will need a formal contract between the District and Liam – we’re working on it.
- We have called off both original separate grants for Water Line Replacement and Meters
- Liam is working on the updated Statement of Work and Budget

Water Analysis – Distributed and reviewed. Some improvement in water loss; several leaks were located and repaired just prior to meter reads so we expect to see further improvement in the next period.

Personnel & Safety Committee – President McCann and Director Ontiveros

- Lori’s annual performance evaluation is complete.

Park Committee President McCann and Director Ontiveros

- Director Bowers has reached out for bids and is waiting for a response.

Governmental Affairs Committee Director Schlaman – No updates

Grants & Finance Committee – Director Schlaman –

- The Audit was reviewed – Directed Schlaman reviewed several issues noted that our Contracted CPA did not complete in time and in some cases did not complete correctly. The District has hired a very competent new Bookkeeper and we feel confident that the financial statements are in good order now.

MOTION was called for by Bd. President McCann Director Schlaman moved, Director Schultz seconded, and with Aye votes by Directors McCann, Schlaman, Bowers, Ontiveros and Schultz the Board offered approval to accept the Audit for FY 21-22.



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- Financial statements for July thru November were reviewed.
MOTION was called for by Bd. President McCann Director Schlaman moved, Director Schultz seconded, and with Aye votes by Directors McCann, Schlaman, Bowers, Ontiveros and Schultz the Board offered approval to accept the Financial Statements for July thru November.

Closed Session – None

DIRECTOR & STAFF ADDITIONAL COMMENTS – None

ADJOURNMENT

As there were no additional comments and with Board acceptance, President McCann adjourned today's Board of Directors Meeting at 9:50 a.m.

The Board will meet on the 2nd and 4th Wednesdays at 9:00 a.m.

*****The 2nd meetings in November and December will be cancelled due to holidays**
Respectfully submitted - Lori Arnberg, Clerk to the Board of Directors

The next meeting will be held on January 11/2023.