

**TWAIN HARTE COMMUNITY SERVICES DISTRICT
Board of Directors Regular Meeting
September 11, 2014**

CALL TO ORDER: President Sipperley called the meeting to order at 9:00 a.m.

The following Directors, Staff, and Community Members Were Present:

DIRECTORS:

Director Sipperley, President
Director Maxwell
Director Mannix
Director Johnson
Director Knudson – was absent

STAFF:

Tom Trott, General Manager
Carolyn Higgins, Board Secretary/Finance Officer

AUDIENCE:

Two members of the audience

PUBLIC COMMENT ON NON-AGENDIZED ITEMS:

Director Johnson noted that today is the 13th anniversary of 9/11 and asked all to think of those who lost their lives on that day.

COMMUNICATIONS:

- A. Letter from Special District Risk Management Authority - No Paid Property/Liability Claims in 2013-14.

CONSENT AGENDA:

- A. Approval of financial statements through August 31, 2014.
B. Approval of the minutes of the Regular Meeting on August 14, 2014.

MOTION TO APPROVE CONSENT ITEMS: Johnson ; SECOND: Maxwell ; AYES: All

OLD BUSINESS:

- A. Approval of Resolution #14-25 – Amendment to Contract between the Board of Administration for California Public Employee's Retirement System and the Board of Directors for Twain Harte Community Services District.

INTRODUCTION OF RESOLUTION #14-25: Johnson

MOTION: Maxwell; SECOND: Mannix

AYES ROLL CALL: Sipperley, Maxwell, Mannix, Johnson

ABSENT: Knudson

- B. Update on drought conditions and water supply.
GM Trott commented that conservation has saved almost 2,000 acre feet of water giving us more in Lyon's reservoir than we had last year.

NEW BUSINESS:

- A. Discussion/action to approve Resolution #14-26 – Adoption of State Water Resources Control Board Mandatory Conservation Regulations and Implementation of Phase II Water Conservation Measures.

INTRODUCTION OF RESOLUTION #14-26: Johnson

MOTION: Maxwell; SECOND: Mannix

AYES ROLL CALL: Sipperley, Maxwell, Mannix, Johnson

ABSENT: Knudson

- B. Financial report for end of Fiscal Year 2013-14.

Finance Officer Higgins reported on the district's 2013-2014 year-end position. All funds had better results than what was originally budgeted.

- C. Annual review of Policy #2002, "Discrimination".

Motion to accept Policy #2002 as revised: Maxwell

Second: Johnson

Ayes: All Present

- D. Annual review of Policy #3030, "Injury and Illness Prevention Program".

Motion to accept Policy #3030 as is with no revisions: Maxwell

Second: Mannix

Ayes: All Present

- E. Discussion/action to declare two water/sewer vehicles as surplus property.

Motion: Johnson

Second: Maxwell

Ayes: All Present

- F. Discussion/action to authorize the General Manager to enter into a sole source contract with Condor Earth Technologies, Inc. to evaluate the structural integrity of the District's sewer line at Twain Harte Lake and approval of a budget adjustment to perform such work.

Motion: Maxwell

Second: Johnson

Ayes: All Present

- G. Discussion regarding aesthetics of new Meadow Lane Well (Well 1) building and fencing.

Board members requested that a fence not be present surrounding the well building if the building will be secure without it. If a fence is needed a cedar fence with alternating slats is preferred. A building that matches the style of the Cal-Fire building is preferred if cost effective. Otherwise a building that matches the style of the stage will suffice.

H. Discussion/action to reschedule October committee meetings from September 30th to September 25th.

Motion: Johnson

Second: Mannix

Ayes: Johnson, Mannix, Maxwell

Abstain: Sipperley

REPORTS:

President & Board Member Report

- Nothing to report.

Park & Recreation Committee and Operations Report

- The Community Center beautification project is continuing.

Water/Sewer Committee and Operations Report

- The district as a whole conserved 51% during the August billing period.

- The sewer committee decided to reclassify a sewer connection of a restaurant to a normal business if the grease trap is removed and inspected, and if the previous unpaid balance is paid.

Fire Committee and Fire Chief Report

- At the Fire Committee, the Fire Chief presented a map of potential vacant lots that present a fire hazard and will be sending a letter to the top ten hazardous properties.

Finance/Admin Committee and Finance Officer Report

- Nothing to report.

General Manager Report

- GM Trott reported that strategic planning will recommence when things become less busy.

ADJOURNMENT:

The open session was adjourned at 10:39 a.m.

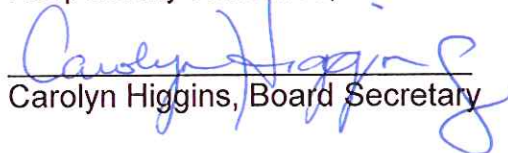
4. Closed Session

- A.** With respect to every item of business to be discussed in closed session pursuant to Section 54957.6: Conference with Labor Negotiator, Agency Designated Representative: General Manager, Tom Trott.

President Sipperley reconvened the meeting back into Open Session at 11:14 a.m. No reportable action was taken during closed session.

5. Adjourn 11:15 a.m.

Respectfully submitted,


Carolyn Higgins, Board Secretary

APPROVED:


Gary Sipperley, President