

TWAIN HARTE COMMUNITY SERVICES DISTRICT
Board of Directors Regular Meeting
November 14, 2013

DIRECTORS PRESENT: Jim Johnson, Gary Sipperley, Packy Maxwell, Richard Knudson, Wes Jordan

DIRECTORS ABSENT: None

ADMINISTRATIVE STAFF PRESENT: General Manager Trott, Board Secretary Lawton,
Fire Chief McNeal, Operations Manager Perry, Finance Officer
Higgins

This meeting is recorded.

AUDIENCE: Jason Karney, Lewis Giambruno, Fred Eldred, Ben Oyarzo, Melinda Boyer

CALL TO ORDER: President Johnson called the meeting to order at 9 am.

PUBLIC COMMENT ON NON-AGENDIZED ITEMS:

- **GM Trott commented that he feels the staff is awesome and wanted to recognize Jason Karney for his exemplary first time support during the ditch outage weekend. Ops Manager Perry mentioned that Lewis Giambruno should also be recognized for having trained Jason so well; Lewis highlighted the difficulty faced by Jason over that weekend. Also, it was noted that we supplied TUD with more water than ever before during a ditch outage and TUD was very grateful.**

COMMUNICATIONS: None

CONSENT AGENDA:

- A. Approval of financial statements through October 31, 2013.
- B. Approval of the minutes of the Regular Meeting of October 10, 2013.
 - **Board requested a quarterly revenue summary for Water/Sewer fund from Finance Officer Higgins.**

MOTION: Maxwell; ***SECOND:*** Jordan; ***AYES:*** All

OLD BUSINESS:

- A. None

NEW BUSINESS:

- A. Presentation of annual Safety Awards to employees.
 - **President Johnson presented awards to all staff that had no reportable on-the-job injuries for the previous 12 months.**
- B. Discussion/approval of Resolution #13-24, Approving the Department of Forestry and Fire Protection Agreement # 7FG13200 for a \$5,392 grant for fire engine inventory through the Volunteer Fire Assistance Program of the Cooperative Forestry Assistance Act of 1978.

INTRODUCTION OF RESOLUTION #13-24: Maxwell

MOTION: Sipperley; ***SECOND:*** Knudson

AYES ROLL CALL: Johnson, Sipperley, Knudson, Maxwell, Jordan

- C. Discussion/action regarding approval of the first reading of Policy #2300, Volunteer Program.

MOTION: Sipperley; ***SECOND:*** Jordan; ***AYES:*** All

- D. Discussion/action regarding approval of the first reading of Policy #2301, Program Description – Reserve Firefighter/Reserve Operator.

MOTION: Sipperley; ***SECOND:*** Maxwell; ***AYES:*** All

- E. Clarification of Policy #2302, Program Description – Volunteer Firefighter/Operational Support Unit.

- **Directors acknowledged that the clarification made to this policy is to highlight that there are no benefits afforded to these volunteer positions.**

MOTION: Maxwell ; ***SECOND:*** Sipperley; ***AYES:*** All

- F. Discussion/clarification of Policy #3080, Disposal of Surplus Property.

- **Directors acknowledged that the clarification made to this policy is to assign a dollar value (\$5000) to any equipment that is to be declared surplus.**

- G. Discussion/action regarding declaration of surplus property – Engine 725, fire coverage vehicle C-720A, and fire utility vehicle U-726.

MOTION: Maxwell; ***SECOND:*** Sipperley; ***AYES:*** All

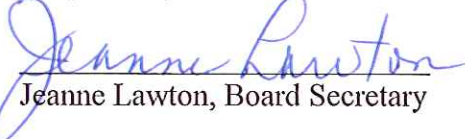
REPORTS:

- **President Johnson commented that the CSDA Emergency Preparedness webinar that he (and 2 other Directors) logged onto was very informative.**
- **Park & Recreation:**
 - **Cover's removed 5 dead pine trees at the Park.**
 - **Allstar Construction completed the foundation and installed an on-demand water heater at the Community Center.**
- **Fire:**
 - **HVAC system completed at fire house; running much more efficiently.**
 - **Bulletin board installed on outside of fire house to display community notices, etc.**
 - **VFA (Volunteer Fire Assistance) grant request sent out today for \$5392, which will cover almost half of the cost of planned equipment purchase.**
- **Finance:**
 1. **Audit completed in October — no apparent issues. Final report expected in Jan.**
- **General Manager:**
 2. **Thanked Directors for attending CSDA webinar; this saved us a few thousand dollars on our insurance premium**
 3. **Attended Liebert, Cassidy, Whitmore training seminar in Stockton regarding union negotiation/personnel issues. Very informative for future needs.**

Adjournment

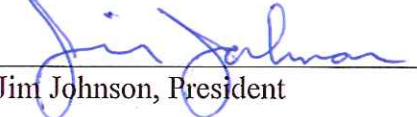
The Regular Meeting was adjourned at 10:35 am.

Respectfully submitted,



Jeanne Lawton, Board Secretary

APPROVED:



Jim Johnson, President