

TWIN HARTE COMMUNITY SERVICES DISTRICT
Board of Directors Regular Meeting
October 10, 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: Captain Slater, Interns Bang-Knudsen & White.

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

PUBLIC COMMENT ON NON-AGENDIZED ITEMS:

- Chief McNeal introduced Intern White who is really ramping up the Volunteer Firefighters Association, including getting fund raisers going again. They had a great presence this past weekend at Oktoberfest and netted over \$2000. McNeal also commended C Shift for doing a great job of suppression on the recent Confidence Inn fire.
- G.M Trott indicated that the Brown Act does not require recording Board meetings, so we will no longer do so.

COMMUNICATIONS:

A. Certificate received from Jerry McGowan, Incident Commander for California Interagency Incident Management Team 1, in appreciation of THCS D support to the Rim Fire community meeting and the firefighters.

CONSENT AGENDA:

- A. Approval of financial statements through September 30, 2013.
- B. Approval of the minutes of the Regular Meeting of September 12, 2013.
MOTION: Sipperley; SECOND: Maxwell; AYES: All

OLD BUSINESS:

- A. Discussion/action regarding approval of the second reading of Policy #3015, Investment Policy.
MOTION: Sipperley; SECOND: Maxwell; AYES: All

NEW BUSINESS:

- A. Discussion/signoff on annual Board review of Policy #1015, Identity Theft Prevention Program.
MOTION: Sipperley; SECOND: Jordan; AYES: All
- B. Discussion/approval of revisions to holiday donation letter for Park & Recreation.
MOTION: Maxwell; SECOND: Jordan; AYES: All
- C. Discussion/approval to rescind Resolution #97-14, Worker's Comp Coverage for Volunteers.
MOTION: Maxwell; SECOND: Sipperley; AYES: All

D. Discussion/action to adopt Resolution #13-23, Designation of Applicant's Agent Resolution for Non-State Agencies.

INTRODUCTION OF RESOLUTION #13-23: Maxwell

MOTION: Sipperley; SECOND: Jordan

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

E. Discussion/action to approve the purchase of the upper Shadybrook water storage pond parcel from Paul Sparrow in an amount not to exceed \$45,000, including:

1. Approve a budget adjustment of \$45,000 from the water reserve fund; and
2. Authorize General Manager to execute all agreements to finalize purchase.

MOTION: Sipperley; SECOND: Knudson; AYES: All

REPORTS:

- Vice President Sipperley reported that he and President Johnson & Director Jordan recently attended a Webinar on Board/Staff Communication Protocols which was very informative. The District will also receive a \$2100 discount in our insurance premium for their attendance.

Park & Recreation:

- Allstar Construction started the new foundation and change out of the water heater at the Community Center on Monday and will be completed by tomorrow 10/11/13.
- Grazer-Knudson Foundation Fund has been changed from an endowment to a non-endowment fund.

Water/Sewer Operations Manager Perry:

- SDRMA grant coming for \$1000 for cameras at the Water Plant, which have been installed. This takes our cost down to \$700.
- Hydrant was replaced on Joaquin Gully & Wildwood and upgraded.
- Ditch outage will be from 10/14 through 10/21. We have put up our "Conserve Water" signs.

Fire Chief McNeal:

- Construction has finally begun on our new fire apparatus. Completion is anticipated for Nov/Dec.
- HVAC system is just about complete at the Fire House (will provide a 25% increase in efficiency).
- Installation of new gutters has been completed on front of Fire House.

Finance Officer Higgins:

- FY 12/13 books have been successfully closed.
- A purchase order system has been purchased and installed, which is integrated into our accounting system.


General Manager Trott:

- Recommends that we update our strategic plan. President Johnson suggests a workshop be held to do this.

Adjournment


The Regular Meeting was adjourned at 10:45 am.

Respectfully submitted,



Jeanne Lawton, Board Secretary

APPROVED:



Jim Johnson, President