

TWAIN HARTE COMMUNITY SERVICES DISTRICT
Board of Directors Regular Meeting
December 13, 2012

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

DIRECTORS ABSENT: None

ADMINISTRATIVE STAFF PRESENT: General Manager Moody, Board Secretary Lawton,
Fire Chief McNeal

This meeting is recorded.

AUDIENCE: Various Fire staff & family for badge pinning for Steve White and Shauta Murray.

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

PUBLIC COMMENT ON NON-AGENDIZED ITEMS: None

COMMUNICATIONS:

- A. Letter of appreciation from TUD for assistance during ditch outage.

CONSENT AGENDA:

- A. Approval of financial statements through November 30, 2012.
B. Approval of the minutes of the Special Meeting of November 6, 2012 and the Regular Meeting of November 8, 2012.

MOTION: Johnson; SECOND: Sipperley; AYES: All

OLD BUSINESS: None

NEW BUSINESS:

- A. Swearing in of incumbent directors.
• **Board Secretary Lawton swore in Directors Sipperley, Johnson and Knudson.**
- B. Discussion/action regarding combining the Finance and Admin/Policy committee meetings and holding meetings on an as-needed basis.
• **Meetings will be combined into Finance/Policy Committee and held as needed.**

MOTION: Johnson; SECOND: Jordan; AYES: All

- C. Determine date for January committee meetings (1st Tuesday is a holiday; Staff suggests January 2nd).
• **January Committee meetings will be held on January 2, 2013, at regular times.**
- D. Discussion/action to approve the purchase of a new fire engine.
• **Contract awarded to Hi Tech in Oakdale for \$363,731 (tax included). Board decided to finance entire amount through CSDA at 2.85% for 10 years.**

MOTION: Knudson; SECOND: Jordan; AYES: All

- E. Discussion/action to approve the mid-year budget revision for FY 2012/2013.
- **Director Johnson indicated that he felt the District was doing a responsible job with regard to the budget by spending within our means. The rest of the board concurred.**

MOTION: Johnson; SECOND: Sipperley; AYES: All

- F. Discussion/action to allow the general manager to proceed with IRWM grant submission process for a new Sherwood Forest sewer interceptor.
- **GM Moody explained that IRWM stands for Inter Regional Water Management and this group includes various entities that are involved with water. He indicated that this study would determine if it is feasible to go forward with a grant request (for \$250,000), with an estimated cost of up to \$25,000 for the study.**

MOTION: Sipperley; SECOND: Maxwell; AYES: All

- G. Discussion/action regarding approval of the first reading of Policy #2082, Internet, email and Electronic Communication Ethics, Usage and Security.
- **Board decided to add this policy to the list of policies reviewed annually to ensure any changes to the Social Policy section are incorporated.**

MOTION: Johnson; SECOND: Jordan; AYES: All

- H. Discussion regarding eliminating need for each Director to maintain a copy of the THCSD Policy Manual.
- **Board decided Directors no longer need to maintain a separate copy of the Policy Manual.**
- I. Discussion/appointment of Board President and Vice President for calendar year 2013.
- **President Maxwell nominated Director Johnson for president; Director Sipperley seconded.**
 - **Director Sipperley was nominated for Vice President.**
 - **Director Johnson asked Directors to submit requests for Committee assignments to him for consideration.**

MOTION: Knudson; SECOND: Maxwell; AYES: All

REPORTS:

Park & Recreation:

- **\$14,180 received in donations to date.**
- **Received quote for covering ceiling at Community Center with drywall.**
- **In discussion with ATCAA regarding supplying workers to work at the Park (clean-up, restrooms, mowing, etc.)**
- **Operations Manager Perry has located replacement parts for Skate Park overseas; only supplier.**

Water/Sewer:

- **Replacement blower for Vac truck will cost \$14,000.**
- **State came and removed emission control equipment from Vac truck that has been recalled. They will replace at some point.**

Fire:

- Hi Tech has 270 days to deliver new fire apparatus but they believe it will be sooner than that. Chief McNeal will call them today to let them know they have been awarded the contract, however, GM Moody will not sign off until the financing is in place.
- Apparatus bay door repair was completed.
- Volunteer Firefighter Assistance grant was award to us for \$2700 for pagers, saws, etc.

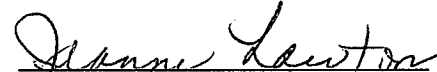
General Manager:

- Witness list has been provided to attorney with regard to Hilton lawsuit against the District.


Adjournment

The Regular Meeting was adjourned at 10:40 am.

Respectfully submitted,


Jeanne Lawton, Board Secretary

APPROVED:


Packy Maxwell, President