

TWIN HARTE COMMUNITY SERVICES DISTRICT  
Board of Directors Meeting  
February 10, 2011

President Molloy called the Regular meeting of the Board of Directors of the Twain Harte Community Services District to order at 9:00 a.m.

**DIRECTORS PRESENT:** Gordon Molloy, Packy Maxwell, Jim Johnson, Richard Knudson and Wes Jordan.  
**DIRECTORS ABSENT:** None.  
**OTHERS PRESENT:** General Manager Moody, Finance Officer/Board Secretary Hilton, and Operations Manager Perry.

This meeting is recorded.

**AUDIENCE:** Brad Law of Aircon Energy and one other person.

**PUBLIC COMMENT:** None.

**AGENDA EXCEPTION:** Pursuant to a narrow exception to agenda posting requirements, an item brought to the District's attention after the posting of the agenda, has been added to CLOSED SESSION, according to the Brown Act, Section 54954.2 (b) (2).

**COMMUNICATION:**

1. Letters from SDRMA (Special District Risk Management Authority) referencing a Worker's Compensation Program longevity check and a Property/Liability Program longevity check.
2. Letter of appreciation from TUD (Tuolumne Utilities District) regarding transfer of water to them during recent ditch outage.

**CONSENT AGENDA:**

- A. Approval of financial statements through January 31, 2011.
- B. Approval of the minutes of the special meeting of January 13, 2011.

**MOTION:** Director Johnson moved to approve the financial statements through January 31, 2011 and the minutes of the meeting of January 13, 2011. Director Jordan seconded and the motion carried unanimously.

**OLD BUSINESS:**

- A. Approval of the second reading of the revised and amended Policy 4000, Board Positions.

**MOTION:** Director Maxwell moved to approve the second reading of the revised and amended Policy 4000, Board Positions. Director Knudson seconded and the motion carried unanimously.

- B. Approval of the second reading of the revised and amended Policy 4020, Committees of the Board of Directors.

**MOTION:** Director Maxwell moved to approve the second reading of the revised and amended Policy 4020, Committees of the Board of Directors. Director Jordan seconded and the motion carried unanimously.

- C. Approval of the second reading of the revised and amended Policy 5010, Board Meetings.

**MOTION:** Director Maxwell moved to approve the second reading of the revised and amended Policy 5010. Director Molloy seconded and the motion carried unanimously.

**NEW BUSINESS:**

- A. Discussion/action regarding AirCon Energy proposal.

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Brad Law of AirCon Energy gave a thorough presentation of the variety of avenues that the District could recover revenue, save money and manpower which included upgrading our meters to a digital process. The Board opted to table a decision in order to further review the financing options.

- B. Discussion/action regarding Resolution #11-02, Directing Preparation of the 2011-12 Engineer's Report for the Twain Harte Community Services District Park and Recreation Maintenance District.

**INTRODUCTION:** Director Johnson introduced Resolution #11-02, Directing Preparation of the 2011-12 Engineer's Report for the Twain Harte Community Services District Park and Recreation Maintenance District.

**MOTION:** Director Maxwell moved to adopt Resolution #11-02. Director Knudson seconded and the motion carried with the following vote:

**AYES:** Maxwell, Johnson, Knudson, Jordan, and Molloy.

**NOES:** None.

**ABSTAIN:** None.

**ABSENT:** None.

- C. Discussion/action regarding Resolution #11-03, Directing Preparation of the 2011-12 Engineers report for the Twain Harte Community Services District Fire and Rescue Assessment District.

**INTRODUCTION:** Director Johnson introduced Resolution #11-03, Directing Preparation of the 2011-12 Engineer's Report for the Twain Harte Community Services District Fire and Rescue Assessment District.

**MOTION:** Director Maxwell moved to adopt Resolution #11-03. Director Knudson seconded and the motion carried with the following vote:

**AYES:** Maxwell, Johnson, Knudson, Jordan, and Molloy.

**NOES:** None.

**ABSTAIN:** None.

**ABSENT:** None.

- D. Discussion/action regarding SCI Services Agreement and Contract to Provide Professional Consulting, Engineer of Work and Levy Administration for the Fire and Rescue Assessment District.

**MOTION:** Director Maxwell moved to approve the contract with SCI Services and authorize General Manager Moody to sign. Director Jordan seconded and the motion carried with Director Johnson voting no.

- E. Discussion regarding questionnaire from TUD requesting input regarding their Treated Water System Optimization Plan.

**MOTION:** Director Maxwell moved to authorize General Manager Moody to respond to the questionnaire with a "no". Director Johnson seconded and the motion carried unanimously.

- F. Discussion/action to declare Vacuum truck, 9 turbidimeters, and various other outdated and unusable equipment surplus property.

**MOTION:** Director Molloy moved to approve the declaration of the Vacuum truck, 9 turbidimeters, and various other outdated and unusable equipment, surplus property. Director Johnson seconded and the motion carried unanimously.

- G. Discussion/action regarding approval of the first reading of the revised and amended Policy 4010, Members of the Board of Directors.

**MOTION:** Director Knudson moved to approve the first reading of the revised and amended Policy 4010, Members of the Board of Directors. Director Jordan seconded and the motion carried unanimously.

- H. Discussion/action regarding approval of the first reading of the revised and amended Policy 4025, Remuneration and Expenditure Reimbursement.

**MOTION:** Director Johnson moved to approve the first reading of the revised and amended Policy 4025 with possible changes before the second reading at the Board meeting in March. Director Knudson seconded and the motion carried unanimously.

- I. Discussion/action regarding approval of the first reading of the revised and amended Policy 4030, Code of Ethics.

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**MOTION:** Director Jordan moved to approve the first reading of the revised and amended Policy 4030, Code of Ethics. Director Molloy seconded and the motion carried unanimously.

J. Discussion/action regarding elimination of Policy 4080, Membership in Associations.

**MOTION:** Director Johnson moved to further review Policy 4080 in Admin/Policy Committee before a second reading. Director Maxwell seconded and the motion carried unanimously.

K. Discussion/action regarding approval of the first reading of the revised and amended Policy 4090, Training, Education and Conferences.

**MOTION:** Director Johnson moved to approve the first reading of Policy 4090, Training, Education and Conferences. Director Jordan seconded and the motion carried unanimously.

L. Discussion/approval of bid for seal coating the park parking lot.

**MOTION:** Director Johnson moved to approve a bid of \$10,450 by Olsen Excavating to seal coat the Park parking lot. Director Molloy seconded and the motion carried unanimously with Director Knudson abstaining due to his proximity of residence to the park.

**PRESIDENT'S REPORT:** President Molloy presented an option to combine the "binders" that the Board members use for committee meetings and board meetings, from two binders to one binder. The directors will review this again at a later date.

**MEMBERS COMMENTS:** No comments at this time.

**PARK & REC COMMITTEE REPORT:**

The following points were covered and committee meeting notes appended herein.

- Discussed options and costs for the area in front of the stage at the park.
- Discussed options with Twain Harte Chamber of Commerce regarding costs and possible fundraiser to help offset costs of dance area.
- Update on area next to stage and options to provide shade.
- Update on American Legion Hall/Community Center porch. Woody has been urged to proceed.
- ABC roofing to be contacted regarding standing offer.

**WATER/SEWER COMMITTEE AND OPERATIONS REPORT:**

The following points were covered and committee meeting notes appended herein.

- The "idea" of a secondary filter at the water plant would be costly and unnecessary.
- Nineteen (19) service orders were completed; pressure checks, investigating leaks, unlocking meters and locate meter.
- Performed regular maintenance on all pumps and treatment equipment.
- Five (5) "lock offs" were completed due to non-payment and two (2) unlocks were completed.
- Regular maintenance and checks were performed on all vehicles.
- Repaired filter pump #2 in water plant.
- Repaired water main at Golf Club Drive and Sonora Drive.
- Four (4) sewer service orders were completed, consisting of a sewer stub location and customer lateral backups.
- Post-holiday flush was completed.
- Pumped and cleaned all lift stations.

**FIRE COMMITTEE REPORT:**

The following points were covered and committee meeting notes appended herein.

- Call volume for January was average with most calls out of the district.

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- Reminder of the County Fire Board meeting on Tuesday, February 15, 2011.

**ADMIN/POLICY COMMITTEE REPORT:**

The following points were covered and committee meeting notes appended herein.

- Review and discuss Policy 4010, Members of the Board of Directors.
- Review and discuss Policy 4025, Remuneration and Expenditure Reimbursement.
- Review Policy 4030, Code of Ethics.
- Review Policy 4080, Membership in Associations.
- Review Policy 4090, Training, Education, and Conferences.
- Review Public Disclosure document.

**FINANCE COMMITTEE REPORT:** None.

**GEN MGR'S REPORT:** No report.

**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, Scot Moody.
- B. With respect to every item of business to be discussed in closed session pursuant to Section 54957 (b) (1): Personnel

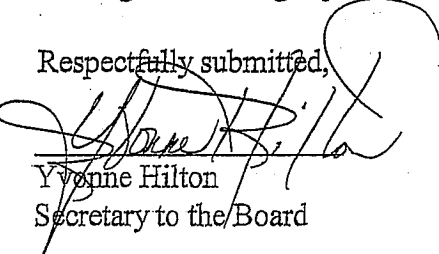
Reconvened to open session at 11:20 a.m.

**MOTION:** Director Molloy and Director Johnson were appointed as an ad hoc committee to begin an investigation regarding allegations against an employee and submit findings to the General Manager, Scot Moody. The motion was seconded and carried unanimously.

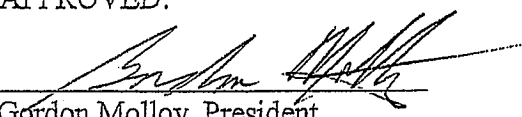
**Adjournment**

The regular meeting adjourned at 11:22 a.m.

Respectfully submitted,

  
Yvonne Hilton  
Secretary to the Board

APPROVED:

  
Gordon Molloy, President