

**GOLD MOUNTAIN COMMUNITY SERVICES DISTRICT**  
**BOARD OF DIRECTORS**  
**MEETING MINUTES**

**Monday, March 15<sup>th</sup>, 2021 @ 10:00am**

**A CALL MEETING TO ORDER:**

The meeting was called to order at 10:01am

Present Via- Zoom: President: Cary Curtis, Vice President: Kim Seney, Board Member: Kathryn Kogge,  
Present Via- Zoom: General Manager: Rich McLaughlin, Administrative Manager: Tiana Bradley, Assistant  
General Manager/Lead Operator: Skyler Allingham, Fire Coordinator: Bill Robinson  
Absent: Board Member Marty Heinrich, Financial Director Rene St. Pierre

**B CONSENT CALENDER:**

**Minutes:** Approval of January 19<sup>th</sup>, 2021 Regular Meeting Minutes

**Warrant Registers:** Approval of January & February 2021 Warrant Registers

Vice President Seney made the motion to adopt the "Consent Calendar", Board Member Kogge seconded the motion. **Roll Call:** President Curtis – Yes, Vice President Kogge – Yes, Financial Director St. Pierre– Absent, Board Member Seney – Yes, Board Member Heinrich – Absent, Motion Approved

**C PUBLIC COMMENT:**

There was no public comment.

**D REPORTS:**

1. **GENERAL MANAGER'S REPORT:**

Discussion Item – No Action Required

2. **FIELD REPORT:**

Discussion Item – No Action Required

3. **DIRECTORS' REPORTS:**

Discussion Item – No Action Required

4. **ADMIN REPORT:**

Discussion Item – No Action Required

5. **FIRE COORDINATOR REPORT:**

Discussion Item – No Action Required

**E OLD BUSINESS:**

1. **RESOLUTION No. 2020/21- 05:**

President Curtis presented for discussion and action Resolution No. 2020/21-05: A Resolution Of The Governing

Board Of The Gold Mountain Community Services District Confirming Continuing Participation In The Reorganization Of Regional Fire And Emergency Services.

In order to formalize the GMCS D's commitments to the Re-Organization of the Regional Fire and Emergency Services Initiative a resolution has been created and reviewed by legal counsel that if adopted, affirms two key commitments - #1) The Governing Board of Gold Mountain Community Services District is obligated as a Participating Agency in the completion of a feasibility study and #2) that the Board of GMCS D, is obligated to its share of cost of such study, as mutually agreed to by all the Participating Agencies, through the completion of said feasibility study.

At the request of the board this item was differed to a later date, to allow sufficient time for President Curtis to gather more information on the initiative and answer any additional questions presented. It was the consensus of the board to hold a community wide-open workshop discussing the Reorganization Of Regional Fire And Emergency Services on the Eastern side of Plumas County The date of the workshop was to be determined.

2. **RISK MANAGEMENT – MITIGATION UPDATE:**

This item was differed to a later date.

3. **POLICY 4215: “BROWN ACT COMPLIANCE”:**

President Curtis presented for discussion and action first reading of GMCS D Policy 4215: “Brown Act Compliance” for review. This policy outlines all requirements for Government Code sections 54950-54963, referred to as the “Brown Act” which is intended to provide public access to meetings of California local government agencies.

President Curtis made the motion to waive the second reading of GMCS D Policy 4215: “Brown Act Compliance”. Vice President Seney seconded the motion. **Roll Call:** President Curtis– Yes, Financial Director: St. Pierre – Absent, Board Member Kogge –Yes, Vice President Seney – Yes, Board Member Heinrich – Absent. Motion Approved

Vice President Seney made the motion to adopt of GMCS D Policy 4215: “Brown Act Compliance”.. Vice Board Member Kogge seconded the motion. **Roll Call:** President Curtis– Yes, Financial Director: St. Pierre – Absent, Board Member Kogge –Yes, Vice President Seney – Yes, Board Member Heinrich – Absent. Motion Approved

F **NEW BUSINESS:**

1. **BUDGET REPORT & FINANCIALS FOR JANUARY – FEBRUARY 2021:**

Board President Curtis made the motion to accept the Budget Comparison & Financial Reports for JANUARY - FEBRUARY 2021; Vice President Seney seconded the motion. **Roll Call:** President Curtis– Yes, Financial Director: St. Pierre – Absent, Board Member Kogge –Yes, Vice President Seney – Yes, Board Member Heinrich – Absent. Motion Approved

2. **PLUMAS FIRE SAFE-MOA RESOLUTION 2021-01:**

Board Member Kogge presented for discussion the Plumas Fire Safe Memorandum of Understanding Resolution. The purpose of the resolution, would authorize the Plumas Corporation, the Plumas County Fire Safe Council, and Plumas County Firewise Sites who have elected in opting into this established MOA to assist one another in achieving mutually beneficial objectives related to the improvement of wildfire conditions and associated public safety in Plumas County via Firewise initiatives.

At the request of the board this item was differed to a later date, to allow sufficient time for Board Member Kogge to gather more information on the initiative and answer any additional questions presented.

3. **EASTERN PLUMAS RURAL FIRE UPDATE:**

President Curtis presented for discussion the latest updates on Emergency Services/Fire Protection - Eastern Plumas

Rural Fire Dept. She informed the board that with firefighter resignations, restructuring and firefighter response capabilities, the District must be diligent tracking incidents, response times and contractual support requirements and response from EPRFPD.

In addition, it has been recommended that the GMCSO Fire Protection Committee develop additional metrics to help the District track and monitor service levels from EPRFPD. It is also recommended that these additional metrics be included in an amended contract with EPRFPD. Additional metrics would also prove beneficial to the Board of EPRFPD when evaluating performance against requirements. No further action was required.

#### 4. **FOREST MANAGEMENT/HAZARDOUS FUEL TREATMENT:**

President Curtis presented for discussion the Forest Management/Hazardous Fuel Treatment program. She debriefed the board on multiple meeting's held in February discussing the latest HFT initiatives. The February 23<sup>rd</sup>, 2021 meeting consisted of HOA/Dan Gallagher, CSD/Rich McLaughlin and Cary Curtis, Key community member Mike Callaghan and contractor Kyle Felker collaborating further on Forest Management Concept and next steps, and the February 9<sup>th</sup>, 2021 meeting was held with Representatives from the HOA, CSD and community subject matter experts met to discuss and begin planning for fire prevention initiatives for 2021. No further action was required.

#### 5. **DISTRICT TRANSPARENCY CHALLENGE:**

President Curtis presented for discussion the District Transparency Challenge Certification through CSDA. The Special District Transparency Certification of Excellence platform showcases the District's commitment to transparency while promoting transparency in the operations and governance of special districts to the public/constituents. The general public and CSD customers expect that our District operates transparently, in an ethical manner, and in accordance with laws governing Special Districts. This program walks the board and staff through a checklist process that leads to validation of GMCSO transparency and ethical.

Board Member Curtis informed the board that this agenda item was informational only and that this item would be presented at the April 19<sup>th</sup>, 2021 Board Meeting for the board action. No further action was required.

#### 6. **HOA LOT 342 FEE RECOVERY:**


General Manager McLaughlin presented for discussion and action HOA LOT 342 Fee recovery plan. The Gold Mountain HOA (now the NCA) foreclosed on Lot 342 in 2012. The HOA discovered that Lot 342 was encumbered by a sizeable mortgage which made a profitable resale all but impossible. In an apparent attempt to drive the lot to a tax sale by the county, the HOA made the decision to stop all payments on the lot including CSD Fees and property taxes (which include the District Fire tax). As of 1 April 2021, the unpaid accrued back fees, late charges, and interest will total \$9,935.

The proposed plan, gives the NCA two options, to pay in full or accept a stop payment plan in accordance with the schedule, resulting in a pay off in first quarter 2023. The CSD will cease charging late fees in agreement that the NCA will not charge late fees on missed CSD payments. CSD will continue to assess interest on the decreasing NCA balance until the account is paid in full.

Vice President Seney made the motion to authorize the sending of the CSD Demand Letter to the NCA Board of Directors and Management Company, and unless paid in full, cease making CSD payments on all HOA lots effective 1 April 2021. Board Member Kogge seconded the motion. **Roll Call:** President Curtis– Yes, Financial Director: St. Pierre – Absent, Board Member Kogge –Yes, Vice President Seney – Yes, Board Member Heinrich – Absent. Motion Approved

#### 7. **ASSEMBLY BILL 992 "OPEN MEETING LAWS":**

General Manager McLaughlin presented for discussion Assembly Bill 992 "Open Meeting Laws". This Open Meeting Legislation presentation was to advise the board on changes to the Open Meeting rules. AB 992, amends Government Code section 54952.2, clarifies what kind of communications a public official may have via social media and what kind of communications are prohibited. General Manager McLaughlin informed the board that these

 In compliance with the Americans with Disability Act, if you are a disabled person and you need disability-related modifications or accommodations to participate in this meeting, then please contact District Secretary at 530-832-5945. Request must be made as early as possible, and at least one full business day before the start of the meeting.

new rules require increased attention and awareness of Board members to Open Meeting Laws and the potential pitfalls created by new legislation. No further action was required.

**8. POLICY 2130 “INVESTMENTS”:**

President Curtis presented for discussion and action the first reading of Policy 2130: “Investments” for review. The revision of policy #2130 is needed to update new legally required references and language. Separate procedures from the policy document. Develop legally required procedures in support of the Policy and reviewed by the board.

The second reading is scheduled for the April 19<sup>th</sup>, 2021 – Board Meeting.

**9. POLICY 3450 “PREGNANCY DISABILITY LEAVE”:**

Board President to present the first reading of GMCS D Policy 3450: “Pregnancy Disability Leave” for review. This policy outlines District’s full intention in supporting and complying with laws governing Pregnancy Disability Leaves for employees.

President Curtis made the motion to waive the second reading of GMCS D Policy 3450: “Pregnancy Disability Leave”. Vice President Seney seconded the motion. **Roll Call:** President Curtis– Yes, Financial Director: St. Pierre – Absent, Board Member Kogge –Yes, Vice President Seney – Yes, Board Member Heinrich – Absent. Motion Approved

Vice President Seney made the motion to adopt of GMCS D Policy 3450: “Pregnancy Disability Leave”. Vice Board Member Kogge seconded the motion. **Roll Call:** President Curtis– Yes, Financial Director: St. Pierre – Absent, Board Member Kogge –Yes, Vice President Seney – Yes, Board Member Heinrich – Absent. Motion Approved

**10. POLICY 1046 “AUDITOR SERVICES”:**

President Curtis presented for discussion and action the first reading of GMCS D Policy 1046: “Auditor Services” for review. This policy outlines the GMCS D’s responsibility in appointing a District Auditor who will service at the pleasure of the board.

The second reading is scheduled for the April 19<sup>th</sup>, 2021 – Board Meeting.

**11. POLICY 1045 “LEGAL SERVICES”:**

President Curtis presented for discussion and action the first reading of GMCS D Policy 1045: “Legal Services” for review. This policy outlines the GMCS D’s responsibilities in ensuring Legal Services are available to assist the Board and District in all applicable issues and activities.

President Curtis made the motion to waive the second reading of GMCS D Policy 1045: “Legal Services” Vice President Seney seconded the motion. **Roll Call:** President Curtis– Yes, Financial Director: St. Pierre – Absent, Board Member Kogge –Yes, Vice President Seney – Yes, Board Member Heinrich – Absent. Motion Approved

Vice President Seney made the motion to adopt of GMCS D Policy 1045: “Legal Services”. Vice Board Member Kogge seconded the motion. **Roll Call:** President Curtis– Yes, Financial Director: St. Pierre – Absent, Board Member Kogge –Yes, Vice President Seney – Yes, Board Member Heinrich – Absent. Motion Approved

**12. POLICY 3445 “MILITARY LEAVE”:**

President Curtis presented for discussion and action the first reading of GMCS D Policy 3445: “Military Leave” for review. This new policy is intended to affirm that the District supports and complies with Military Leave laws.

President Curtis made the motion to waive the second reading of GMCS D Policy 3445: “Military Leave”. Vice President Seney seconded the motion. **Roll Call:** President Curtis– Yes, Financial Director: St. Pierre – Absent, Board Member Kogge –Yes, Vice President Seney – Yes, Board Member Heinrich – Absent. Motion Approved

Vice President Seney made the motion to adopt of GMCSO Policy 3445: "Military Leave". Vice Board Member Kogge seconded the motion. **Roll Call:** President Curtis– Yes, Financial Director: St. Pierre – Absent, Board Member Kogge –Yes, Vice President Seney – Yes, Board Member Heinrich – Absent. Motion Approved

**13. POLICY 3510 "ILLNESS AND INJURY PREVENTION":**

President Curtis presented for discussion and action the first reading of GMCSO Policy 3510: "Illness and Injury Prevention" for review. This new policy is intended to affirm that the District recognizes and affirms a commitment to Safety for its employees, volunteers and customers.

President Curtis made the motion to waive the second reading of GMCSO Policy 3510: "Illness and Injury Prevention". Vice President Seney seconded the motion. **Roll Call:** President Curtis– Yes, Financial Director: St. Pierre – Absent, Board Member Kogge –Yes, Vice President Seney – Yes, Board Member Heinrich – Absent. Motion Approved

Vice President Seney made the motion to adopt of GMCSO Policy 3510: "Illness and Injury Prevention". Vice Board Member Kogge seconded the motion. **Roll Call:** President Curtis– Yes, Financial Director: St. Pierre – Absent, Board Member Kogge –Yes, Vice President Seney – Yes, Board Member Heinrich – Absent. Motion Approved

**14. POLICY 3440 "LEAVE FOR CRIME VICTIMS":**

President Curtis presented for discussion and action the first reading of GMCSO Policy 3440: "Leave for Crime Victims" for review. This new policy is intended to affirm that the District supports and complies with Leaves for Crime Victims and Family Members of Crime Victims.

President Curtis made the motion to waive the second reading of GMCSO Policy 3440: "Leave for Crime Victims". Vice President Seney seconded the motion. **Roll Call:** President Curtis– Yes, Financial Director: St. Pierre – Absent, Board Member Kogge –Yes, Vice President Seney – Yes, Board Member Heinrich – Absent. Motion Approved

Vice President Seney made the motion to adopt of GMCSO Policy 3440: "Leave for Crime Victims". Vice Board Member Kogge seconded the motion. **Roll Call:** President Curtis– Yes, Financial Director: St. Pierre – Absent, Board Member Kogge –Yes, Vice President Seney – Yes, Board Member Heinrich – Absent. Motion Approved

**15. POLICY 1055 "LEGISLATIVE ADVOCACY":**

President Curtis presented for discussion and action the first reading of GMCSO Policy 1055: "Legislative Advocacy" for review. This new policy is intended to guide District officials and staff in considering legislative advocacy for proposals that are likely to have an impact on the District.

President Curtis made the motion to waive the second reading of GMCSO Policy 1055: "Legislative Advocacy". Vice President Seney seconded the motion. **Roll Call:** President Curtis– Yes, Financial Director: St. Pierre – Absent, Board Member Kogge –Yes, Vice President Seney – Yes, Board Member Heinrich – Absent. Motion Approved

Vice President Seney made the motion to adopt of GMCSO Policy 1055: "Legislative Advocacy". Vice Board Member Kogge seconded the motion. **Roll Call:** President Curtis– Yes, Financial Director: St. Pierre – Absent, Board Member Kogge –Yes, Vice President Seney – Yes, Board Member Heinrich – Absent. Motion Approved

**16. POLICY 3142 "WHISTLEBLOWING":**

President Curtis presented for discussion and action the first reading of GMCSO Policy 3142: "Whistleblowing" for review. This new policy is intended to affirm the right of CSD employees to be free to report violations of law, abuse of authority, fraud, economic waste, or gross misconduct, incompetence, or inefficiency without fear of retaliation or retribution.

President Curtis made the motion to waive the second reading of GMCS D Policy 3142: "Whistleblowing". Vice President Seney seconded the motion. **Roll Call:** President Curtis- Yes, Financial Director: St. Pierre - Absent, Board Member Kogge -Yes, Vice President Seney - Yes, Board Member Heinrich - Absent. Motion Approved

Vice President Seney made the motion to adopt of GMCS D Policy 3142: "Whistleblowing". Vice Board Member Kogge seconded the motion. **Roll Call:** President Curtis- Yes, Financial Director: St. Pierre - Absent, Board Member Kogge -Yes, Vice President Seney - Yes, Board Member Heinrich - Absent. Motion Approved

**17. POLICY 3146 "LACTATION":**

President Curtis presented for discussion and action the first reading of GMCS D Policy 3146: "Lactation" for review. This new policy is intended to establish guidelines for promoting a breastfeeding friendly work environment and supporting lactating employees.

President Curtis made the motion to waive the second reading of GMCS D Policy 3146: "Lactation". Vice President Seney seconded the motion. **Roll Call:** President Curtis- Yes, Financial Director: St. Pierre - Absent, Board Member Kogge -Yes, Vice President Seney - Yes, Board Member Heinrich - Absent. Motion Approved

Vice President Seney made the motion to adopt of GMCS D Policy 3146: "Lactation". Vice Board Member Kogge seconded the motion. **Roll Call:** President Curtis- Yes, Financial Director: St. Pierre - Absent, Board Member Kogge -Yes, Vice President Seney - Yes, Board Member Heinrich - Absent. Motion Approved

**18. POLICY 1040 "CORRESPONDENCE TO BOARD":**

President Curtis presented for discussion and action the first reading of GMCS D Policy 1040: "Correspondence to Board" for review. This new policy is intended to establish guidelines for the handling and control of correspondence addressed to the District Board.

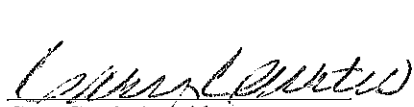
President Curtis made the motion to waive the second reading of GMCS D Policy 1040: "Correspondence to Board". Vice President Seney seconded the motion. **Roll Call:** President Curtis- Yes, Financial Director: St. Pierre - Absent, Board Member Kogge -Yes, Vice President Seney - Yes, Board Member Heinrich - Absent. Motion Approved

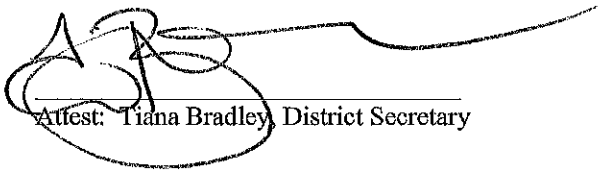
Vice President Seney made the motion to adopt of GMCS D Policy 1040: "Correspondence to Board". Vice Board Member Kogge seconded the motion. **Roll Call:** President Curtis- Yes, Financial Director: St. Pierre - Absent, Board Member Kogge -Yes, Vice President Seney - Yes, Board Member Heinrich - Absent. Motion Approved

**G ADJOURN:**

The meeting adjourned at 1:15pm.

These minutes were approved by the Board of Directors of the Gold Mountain Community Services District at the regular Board meeting on April 19<sup>th</sup>, 2021.

  
Cary Curtis, President

  
Attest: Tiana Bradley, District Secretary