GOLD MOUNTAIN COMMUNITY SERVICES DISTRICT

BOARD OF DIRECTORS

REGULAR MEETING MINUTES

Friday April 28, 2023 @ 10:00am

1. **Call to Order**

The meeting was called to order at 10:00am

1. **Roll Call**

Director Gresley, Director Kogge, Director St. Pierre, Vice-President Seney and President Bennie responded to the roll call.

1. **Public Comment**

There were no comments from the public.

1. **Consent Calendar**

Vice-President Seney requested to consider the consent calendar items separately.

1. Approve minutes of the November 18, 2022 Regular Meeting, the December 8, 2022 Special Meeting and the January 6, 2023 Special Meeting

It was moved by Vice-President Seney, seconded by Director St. Pierre to approve the minutes of the November 18, 2022 Regular Meeting, the December 8, 2022 Special Meeting and the January 6, 2023 Special Meeting. Directors Kogge, St. Pierre, Vice-President Seney and President Bennie voted in favor. Director Gresley abstained.

1. Approve Warrant Register November 2022 through January 2023

Vice-President Seney requested clarification on payments to the Nakoma Community Association. It was explained that the large amounts listed were for prior fees that were not made due to the NCA not paying their payment to the CSD. The smaller amounts were for normal charges.

It was moved by Vice-President Seney, seconded by Director St. Pierre to approve the warrant register with staff investigating the NCA charges for accuracy. Directors Kogge, St. Pierre, Vice-President Seney and President Bennie voted in favor. Director Gresley abstained.

1. **Reports**
2. General Manager Report

General Manager Skyler Allingham reviewed his report including water and sewer operations updates and current financial reports. He explained that the financial reports showed revenues and expenses as expected. There was a brief discussion regarding delinquent accounts and the need to move forward with the lien process if necessary.

1. Fire Operations Report

Fire Coordinator Bill Robinson presented his report updating the Board on training opportunities available for CSD staff and members of the community. The Board discussed the need to receive complete monthly reports from Beckwourth Fire Dept. and to schedule formal quarterly reviews.

1. Board Initiatives Tracking

President Bennie explained that this item would be addressed later in the agenda.

1. Board Member Reports

Vice-President Seney noted that there is a May 1st deadline for submitting nominations for CSD awards.

Director St. Pierre reported that he had moved forward with opening an account with CA Class.

1. **Order of Business**
2. Rate Increase

Board Secretary Leslie Chrysler reviewed her report relating to the proposed fee increase. She explained that the Finance Committee had reviewed the rates and recommended approval of the increase. Following the rate study last year the fees approved through the Prop 218 process include scheduled increases for a five-year period.

Director Gresley questioned why the fees were scheduled to increase in larger increments each year. It was explained that the Board determined the tiered plan would serve the increasing need for capital projects.

Following a brief discussion, it was moved by Vice-President Seney, seconded by Director St. Pierre to adopt Resolution No. 2022-23-005 approving the rate increase as scheduled. Under roll call vote all members present voted in favor.

1. Administrative Fees

Consultant Catherine Hansford reviewed her report on the development of administrative fees for the district. She outlined the process used for developing the fees using actual costs associated with staff time and equipment necessary for each task. Vice-President Seney indicated she felt the definition of “emergency call-out” needed to be made clear. There was discussion regarding the need to let the customers know when the fees would be implemented.

Ms. Hansford explained that adoption would require a public hearing be schedule for the Board to consider implementation of the fees. It was the consensus of the board to direct staff to schedule a public hearing for June 16, 2023 at the regular board meeting where the fees would be considered for approval and implementation on July 1, 2023.

1. Federal Excess Property Program

Board Secretary Leslie Chrysler explained that Bill Robinson and Rich McLaughlin had been working to get the CSD approved to access excess federal and state property for possible acquisition of a new fire vehicle. She explained that the program requires the CSD to enter into and agreement that is approved by a resolution.

It was moved by Director St. Pierre, seconded by Vice-President Seney to adopt Resolution No. 2022-23-006 approving the agreement between the CSD and the State of California, Department of Forestry and authorizing the General Manager to execute the agreement. All members present voted in favor.

1. Goals and Objectives

The Executive Committee presented a draft list of Goals and Objectives for the 2023/2024 year. They explained that the list had been developed using the approved list from the previous year.

Resident Cary Curtis suggested that the list should include Fire Protection and Prevention. Staff noted the need to review the pool/pond water drafting project for possible inclusion.

A final draft of the District Goals and Objective will be included for consideration at the June board meeting.

1. Committee Updates

 The Executive Committee presented a revised list of committee appointments for the Board to consider.

Director Kogge indicated the need for Firewise to be kept as a separate committee and not incorporated with Fire Prevention and Protection. Resident Curtis also suggested the end date for the LESSG appointment be removed since there would be the need for additional committee time if the measure is approved by the voters.

After further discussion it was moved by President Bennie, seconded by Director Kogge to approve the appointments listed, keeping the Firewise Committee separate and removing the end date for the LESSG appointment.

1. Policy Review

Vice-President Seney presented her report on the status of policy review. She noted the process was continuing to move forward, with three more policies up for consideration.

1. Policy 2080, Employee Status

Vice-President Seney presented a revised Employee Status Policy and noted it would be re-numbered to 3116 under the new numbering system. It was moved by Director St. Pierre, seconded by President Bennie to adopt Policy #3116, Employee Status. All members present voted in favor.

1. Policy 2105, Expense Reimbursement

Vice-President Seney presented a revised Expense Reimbursement Policy and noted it would be re-numbered to 2175 under the new numbering system. It was moved by Director St. Pierre, seconded by Director Kogge to adopt Policy #2175, Expense Reimbursement. All members present voted in favor.

1. Policy 4240, Board Member Teleconferencing Policy

 Board Secretary Leslie Chrysler explained that with the new regulations relating to remote participation of Board members at meeting the CSDA had provided a sample policy covering the current requirements. After a brief discussion noting minor changes to the draft regarding the location of meetings and the number of times board members could participate remotely it was moved by Vice-President Seney, seconded by Director St. Pierre to approve Policy #4240 Board Member Teleconferencing. All members present voted in favor.

**H. Adjournment**

The meeting was adjourned at 12:19 pm.