

GOLD MOUNTAIN COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS
REGULAR MEETING MINUTES
Friday July 15, 2022 @ 10:00am

A. Call to Order

The meeting was called to order at 10:03am

B. Roll Call

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

C. Continued Virtual Meetings

1. Continued Virtual Meetings – Resolution No 2022-23-01

It was moved by Director Bennie, seconded by Director Kogge to adopt Resolution 2022-23-01 making findings and determinations pursuant to AB361 for continued virtual meetings. All members present voted in favor. Director St. Pierre and Vice-President Seney were absent.

D. Public Comment

There were no comments from the public.

E. Consent Calendar

1. Approve minutes of the May 20, 2022 Regular Meeting and the June 15, 2022 Special Meeting
2. Approve Warrant Register May through June 2022
3. Receive a report regarding the Transparency Challenge
4. Receive a report from the Local Emergency Services Study Group (LESSG) representative
5. Receive a report regarding the Fire Protection/EMS Request for Proposal

It was moved by Director Kogge, seconded by President Curtis to approve the consent calendar as presented while making a change to the minutes replacing Chair with President and Vice-Chair with Vice-President. All members present voted in favor. Director St. Pierre and Vice-President Seney were absent.

F. Order of Business

1. General Manager Report - Receive a report from the General Manager.

Vice-President Seney joined the meeting virtually at 10:10am

General Manager Rich McLaughlin reviewed his report and provided updates on the office transition process, implementation of the new rates, drought relief efforts, wildfire exterior sprinkler systems and Dixie Fire funds.

Mr. McLaughlin explained that his priorities moving forward include the benefits review, engineering and financing for the water reclamation project and implementation of user fees. There was discussion regarding the wildfire exterior sprinkler system and the best way to regulate them in the future.

2. Leach field Expansion Report – Receive a report and update on the Leach field expansion project.

Operations Manager Skyler Allingham presented the Board an update on the leach field expansion project. He reviewed the entire project explaining various issues that came up with perk tests along the way. He explained that the project was close to complete and would be in use by the end of August.

3. Operations Report – Receive a report from the Operations Manager.

Mr. Allingham reviewed his report regarding water and sewer operations which were all running smoothly. He noted that the district is still above the salt level set by the state, noting that the salt monitoring is still in the test phase so there are no violations being reported. The board discussed the impact of water softeners on the salt levels and noted that there may need to be regulations put in place to address it in the future.

4. Fire Operations Report – Receive a report from the Fire Coordinator.

Director St. Pierre arrived at the meeting at 10:55am

Fire Coordinator Bill Robinson reviewed his report regarding the Nakoma fire safety walk through, a wildland drill, Plumas County Fire Chiefs Association meeting, purchase of radios, QAV shelter and Dixie Fire funds. He reminded the Board to remain vigilant and report any suspicious activity, fire season is here.

The Board discussed the deficiencies noted in the Nakoma fire inspection report and suggested that the district should send Shomack the list.

5. Financial Report – Receive and update on District financials.

Mr. McLaughlin apologized for the delay in getting the financial documents to the Board. He explained that he was continually working with Joleen Cline to reconcile the records from the last year. He reviewed the documents and responded to questions from the Board. The board discussed the need to address the fire tax delinquencies with Plumas County. After further discussion it was moved by Director St. Pierre, seconded by Director Kogge to accept the draft 21/22 summary. Director Bennie, Director Kogge, Director St. Pierre and President Curtis voted in favor. Vice-President Seney voted against.

6. Forest Management – Receive and update on the 2022 projects and program adoption process.

President Curtis reviewed the ongoing projects, tree mortality issues and future plans of the Fire Safe Grant Project.

Vice-President Seney excused herself from the meeting at 11:25am.

7. Legal & Audit Services – Receive a report from the Executive Committee and consider recommendations.

President Curtis explained that the Executive Committee had met with Mr. McLaughlin to discuss legal and auditing services. The committee is recommending the District continue with legal services from Best, Best & Krieger and distribute a Request for Proposals (RFP) for auditing services. She noted that the current Auditor had been with the district for 10 years and best practices suggested auditors should be changed after that long of a period. After a brief discussion it was moved by Director St. Pierre, seconded by Director Kogge to accept the recommendation of the Executive Committee, retaining the services of Best, Best & Krieger and searching for a new auditor. All members present voted in favor. Vice-President Seney was absent.

8. Board Project & Initiative Tracking – Receive a report and consider approval to move forward with a program to track board projects.

President Curtis presented an example of a tracking mechanism to be used by the board and requested input from other board members. Director Bennie explained that he was working on a dashboard for the same purpose. He also noted the need to provide an individual owner for each task. After a brief discussion it was the consensus of the board members present to continue working on the project discuss again at the next meeting.

9. Quick Attack Vehicle (QAV) – Receive information relating to a delay in approval of the project and consider scheduling a workshop to further discuss the issue.

Director Bennie reviewed his report regarding the acquisition of a QAV. He explained that the current QAV not viable due to the age and condition of the vehicle. Acquisition of a newer vehicle is necessary but support for the vehicle with volunteer staff needs to be addressed prior to purchasing and updated QAV. He continued to outline the issues with purchasing a new, used or surplus vehicle.

Mr. Bennie suggested scheduling a workshop to work on getting the community engaged in working with the district to staff a future QAV.

After further discussion it was moved by President Curtis, seconded by Director St. Pierre to have Director Bennie proceed with organizing a board workshop to discuss the QAV and look a use of fire funds. All members present voted in favor. Vice-President Seney was absent.

10. Policy 4105 Board Committees – Consider adoption and approval of Policy 4105 Board Committees.

President Curtis reviewed Policy 4105 relating to Board Committees. She explained that the policy was scheduled for a first reading and the Board could consider waiving the second reading.

It was moved by Director St. Pierre, seconded by Director Bennie to accept and approve Policy 4105 and waive the second reading. All members present voted in favor. Vice-President Seney was absent.

11. Ad Hoc Rate Case Committee Charter – Consider approval of the Ad Hoc Rate Case Committee Charter.

President Curtis reviewed the need for approving a charter for the Ad Hoc Rate Case Committee, she noted that although the rate study is complete and new rates in place the committee still needs to review additional fees.

It was moved by Director St. Pierre, seconded by Director Bennie to approve the Ad Hoc Rate Case Committee Charter. All members present voted in favor. Vice-President Seney was absent.

12. Policy 3122 Hours of Work and Overtime – Review an amendment to Policy 3122, hold the first reading and schedule the second reading.

President Curtis explained that the Hours of Work and Overtime policy had not been changed except for the Policy number which needed to be revised to allow for the new policy numbering system.

It was moved by Director St. Pierre, seconded by Director Kogge to adopt the newly numbered Policy 3122 and waive the second reading. All members present voted in favor. Vice-President Seney was absent.

13. Policy 3430 Holidays – Review and amendment to Policy 3430, hold the first reading and schedule the second reading.

President Curtis explained that the Holidays policy had not been changed except for the Policy number which needed to be revised to allow for the new policy numbering system.

It was moved by Director St. Pierre, seconded by Director Kogge to adopt the newly numbered Policy 3430 and waive the second reading. All members present voted in favor. Vice-President Seney was absent.

G. Adjournment

The meeting was adjourned at 12:22 pm.