



## SIERRA CEDARS COMMUNITY SERVICES DISTRICT

P.O. Box 494, Shaver Lake, CA 93664

(559) 348-8297

Email: [SierraCedarsCSD@gmail.com](mailto:SierraCedarsCSD@gmail.com)

Website: [www.SierraCedars.com](http://www.SierraCedars.com)

Unadopted Minutes

Special Board Meeting

January 7, 2020

Vicki Collier McDonald's residence, Shaver Lake, CA 93664

### SPECIAL BOARD MEETING

(Regular Board Meeting did not take place on January 6, 2020)

**Item #1** President Dan Mockbee called the meeting to order at 2:01 p.m.

**Directors Present:** Vicki Collier McDonald, Phil Erdman, Dave Finley, Dan Mockbee, Bill Paloutzian (2:05pm)

**Directors Absent:** none

**Others Present:** Todd Bristol, Laura McMillan

**Item #2 ADOPT AGENDA**

**M/S/C Vicki C./Dave F.** to adopt the agenda as presented (4/0).

**Item #3 APPROVAL OF MINUTES**

**M/S/C Vicki C./Phil E.** to approve the minutes of the Regular Board Meeting of December 2, 2019 as presented (4/0).

**Item #4 WATERMASTER'S REPORT - Laura McMillan**

Water usage was up about 17% in December due to the holidays. Approximately 374,000 gallons of water were pumped.

The New Meadow Well was found to not be working because the electrical circuit breakers had tripped. Theorize that the power outage experienced on December 27 was the cause as the power went off and on at least six times during outage. Maybe a weak breaker. Everything now seems ok.

Big Pine Ct. Well is set to power on. Following proper procedure, Laura plans to do this tomorrow and notify the state.

Laura presented to the board what is available for corrosion protection in water tanks. Several ways were talked about. She is going to talk with Doug Koerper about installation.

Laura also looked into the hardware and software need to upgrade our water meter reading capabilities. The company that made the water meters we presently use and the software company that is used to read them are parting ways after many years. It looks like the district will have to get new software and perhaps a meter reader or tablet, so software compatibility does not become an issue. District to wait and see how this all works out before upgrading.

Title 22 water testing (semi-annual testing) has been completed for the District wells that are presently online. Everything looks good, however, the meadow well has high manganese.

A couple fire hydrants in the district are rather old and a bit hard to use. Laura to talk with Doug about getting them replaced.

In addition to the project mentioned above Todd was concerned with Doug Keorper Construction getting all the other projects done for the district in a timely manner. Doug's construction business is in a lengthy transition. Dan M. to call Doug and see what we can work out.

**M/S/C Bill P./Vicki C.** to approve the Watermaster's report as presented (5/0).

**Item #5 PUBLIC PARTICIPATION** - none

**Item #6 GENERAL MANAGER'S REPORT** - Todd Bristol

Several Items were reported on as shown below:

a. Ownership Transfers:

41945 Black Oak: New Owner - Michael Golden, Previous - Arricivita/Williams

42633 Rockledge Rd.: New Owner - Matthew and Regina Konda, Previous - Knapton

b. Contacted Doug Keorper Construction and they repaired the water valve covers at the intersection of Hanging Branch and Rd. 4.

c. Culverts on Rd 13 and 16: They need to be replaced next summer. Bill P. and Dan M. will work on getting someone lined up to do the work.

d. Padlocks have been ordered for the water port stations. They should be installed within a week.

e. Board Members requested a field trip of Sierra Cedars to identify wells, storage sheds, district property, and to understand possible emergency procedures. Trip to take place after snow season.

e. Todd presented to the board a couple of articles from the CSDA Magazine – *Are Your District's Deposit's Secure*, and *Harassment Prevention Training*.

f. District Printer - Todd indicated that the printer will have to be replaced soon.

**M/S/C Phil E./Bill P.** to approve the General Manager's report as presented (5/0).

**Item #7 FINANCIAL REPORT** - Todd Bristol

**Account Balances as of December 31, 2019**

5 Star Bank Money Market	210,817.21
CVCB CD-5	0.00
CVCB CD-6	221,396.45
CVCB Money Market	45,469.40
CVCB Checking Account	9,192.32
Total Savings & Checking	\$486,875.38

Accounts Receivable	0.00
Total Current Assets	\$486,875.38
Fixed Assets	\$756,707.00

**Total Assets** **\$1,243,582.38**

Accounts Payable	2,415.91
<b>Total Liability</b>	<b>\$2,415.91</b>

Todd B. reviewed the December financial statement with the board.

**M/S/C Dave F./Vicki C.** to accept the December 2019 financial report as presented (5/0).

The audit for 2018-2019 fiscal year has been completed and is posted online. The usual and customary letters from the CPA regarding the audit were given to the board members.

**Item #8 OLD BUSINESS - none**

**Item #9 NEW BUSINESS**

**a. Snow Removal - Tree Trimming and Other Issues**

Saturday morning Bill P. met with the snow removal operator and showed him what is to be done. Bill also met with Tim Elming about trimming of trees and bushes in district that impede the snow removal for district and county roads. Mr. Elming's crew has finished their work.

**Item #10 BOARD MEMBER REPORTS**

A neighbor of Dave Finley is concerned about the extra signage at the corner of Leisure Lane and Rock Ledge Rd. Bill P. to take care of this.

**Item #11 NEXT AGENDA REQUEST - none**

**Item #12 ADJOURNMENT**

**M/S/C Vicki C./Dave F.** to adjourn the meeting at 3:51 p.m. (5/0).

Next Meeting: Monday, March 2, 2020 2:00 p.m. at Vicki Collier-McDonald's residence. Address is 42568 Rock Ledge Rd. (Rd. 10), Shaver Lake, CA. **PLEASE NOTE: No Meeting scheduled in February. Time of the March Meeting is early afternoon.**

Minutes submitted by Todd Bristol, General Manager