



CALIFORNIA PINES COMMUNITY SERVICES DISTRICT  
 HC 4 BOX 43002 / County Road 71 Building 376  
 ALTURAS, CALIFORNIA 96101  
 PHONE: 530-233-2766 FAX: 530-233-270  
 General Manager: Ron Sherer 530-i640-1040  
 Employer Identification # 94-2195606  
 cpcsd.specialdistrict.org

**MEETING MINUTES**  
**November 17, 2021**

CALLED MEETING TO ORDER AT BY CHAIRMAN TO THE BOARD OF DIRECTORS – Buck Rodgers at 4:30 P.M.

**FOLLOWED BY ROLL CALL.**

DIRECTORS PRESENT	STAFF PRESENT	PUBLIC PRESENT
Chairman – Buck Rodgers	Ron Sherer-General Manager	
Vice Chairman – Todd Ehlinger	Susana Rubio-Board Secretary	
Director-Terri Bishop		
Director- Mark Bishop		
Treasurer-Sue Ehlinger		

**ANNOUNCEMENTS, INTRODUCTIONS, RECOGNITIONS:**

None

**PUBLIC COMMENT:**

None

**CONSENT CALENDAR:** (All matters under the Consent Calendar are routine and will be approved by one motion, unless a board member requests separate action on a specific item.)

- Consider adoption of the November 17, 2021 meeting agenda.
- Consider approval of the Financial Reports- October 2021 (Treasurers Report)
  - Profit and Loss. Budget vs Actual YTD
  - Balance Sheet

**Motion:** The motion to approve all items on the consent calendar was made by Terri Bishop seconded by Mark Bishop. Motion approved unanimous.

Sue Ehlinger reported that she had reviewed the financial statements prepared by the CPA and to the best of her knowledge they appeared accurate.

**PUBLIC HEARING**

None

**OLD BUSINESS:** Review of connection fees is tabled for the December meeting when Assistant GM Ryan Sherer is present.

The Board was presented with four policies to review and approve. Job descriptions for Firefighter, Office Administrator, Secretary/Office assistant and Employee compensation. After review the motion to approve all policies was made by Sue Ehlinger seconded by Terri Bishop. Motion approved unanimous.

**NEW BUSINESS:** Director Mark Bishop would like to have a written agreement with the Cal Pines POA regarding Deer Springs Fire. The POA keeps machinery at the department for road maintenance during winter as well as running heaters. He would like to set some expectations to be met such as them plowing in front of the Deer Springs department, and setting times for the heaters to run. With the help of GM Sherer and Todd Ehlinger they will go over everything and speak with the Cal Pines POA manager David Lake. Once more information is gathered. It will go through approval in the next board of directors meeting.

**GENERAL MANAGER REPORT:**

GM Sherer stated the district got a new piece of equipment an excavator for district work. He is currently looking to find a trailer to that could fit around 20ft pipes and hold the weight, there is no current estimate on the cost of one he's actively looking and will update once he finds more information with the help of Assistant GM Ryan Sherer. There is a new hire working for CSD to help take some things off the plate of the managers such as doing trash and anything that's needed. The new hire wants to be involved not only with CSD but with fire as well. We're glad someone else has been added to the team. Assistant GM Ryan is in process of getting his water license it had to hold off due to CRWA not having any available classes yet but once available he will be getting started. GM Ron also said he would like to enlarge the fence at CSD to move all machinery away from the well once the new CSD building is built he wants to expand it more for more machinery space.

GM Sherer needed approval from the board regarding the property purchase that is behind the fire department that was previously discussed in last month's meeting and he stated everything is almost completed. A motion to buy the property was made by Todd Ehlinger seconded by Mark Bishop motion approved unanimous.

The board also made a motion for approval of GM Ron Sherer to sign on the property and allow him to do so for what is needed. Motion was made by Mark Bishop seconded by Todd Ehlinger motion approved unanimous.

**DIRECTORS REPORT**

None

**MEETING ADJOURNED:**

**MOTION:** A motion was made by Todd Ehlinger and seconded by Terri Bishop to adjourn the regular meeting at 4:58 p.m. Motion carried unanimous.

The next regular meeting of the Board of Directors is **December 15, 2021 at 4:30 p.m.**

**CERTIFICATE OF POSTING**

I **Susana Rubio**, Secretary to the Board of Directors of the California Pines Community Services District, hereby certify, to the best of my knowledge, that this is a true excerpt of the minutes to the **November 17, 2021 Meeting of the Board of said District.**

*Susana Rubio*

Secretary to the Board