



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 530-640-1040
Employer Identification # 94-2195606
cpcsd.specialdistrict.org

REGULAR MEETING MINUTES
July 18, 2018

CALLED MEETING TO ORDER AT BY CHAIRMAN TO THE BOARD OF DIRECTORS – Buck Rodgers at 4:00 P.M.
FOLLOWED BY ROLL CALL AND THE PLEDGE OF ALLEGIENCE.

DIRECTORS PRESENT	STAFF PRESENT	PUBLIC PRESENT
Chairman – Buck Rodgers	Assistant Fire Chief – Ryan Sherer	Dan Brooks
Vice Chairman – Todd Ehlinger	Board Secretary - Susan Lake	
Treasurer – Suzanne Ehlinger		
Director – Mark Bishop		
Director – Terri Bishop		

ABSENT: General Manager – Ron Sherer

ANNOUNCEMENTS:

- The District will begin using meter readings to calculate billing for water. The base rate of \$32.25 will include up to 1000 cubic feet consumed. Any water consumed over 1000 CF will be charged \$0.44 per 100 CF. The District is considering purchase of a reasonably priced (*\$439.00 first year and then \$120.00 per year after the first year*) meter billing software program, that is compatible with Quick Books, through AaaTex Company. Office staff will be meeting with a technician this week.
- 2018 Election Resolution is due to Modoc County. There are three Director Terms expiring in December 2018. Interested candidates must complete a Declaration of Candidacy, along with additional forms to be filed with the County of Modoc no later than August 10th. Forms are available at the County Elections Department. If three or less interested individuals file, then the County of Modoc Board of Supervisors will appoint the current directors to a 4-year term in December.

MOTION:

A motion to adopt **Resolution #8 2018-19, Requesting County Elections to Conduct the Election**, was made by Todd Ehlinger, seconded by Terri Bishop, motion approved unanimously.

PUBLIC COMMENTS:

Dan Brooks asked if the District is beginning to use water meter readings due to State Law? The District secretary explained that the State of California's requires that all water in the state is to be metered no later that 2025. The District will begin the process this year to ensure that all meters are operating correctly and that any needed repairs or adjustments to the billing system are complete prior to the compliance deadline.

California

California law has generally required utility water meters for all new water service connections installed since 1992. In 2004, the state expanded this requirement to pre-existing connections by requiring all urban water suppliers (public or private water companies serving at least 3,000 customers) to install utility water meters on all of their water service connections. The suppliers that receive water from the federal Central Valley Project had to meet this requirement by January 1, 2013 and begin charging their customers based on the actual volume of water delivered by March 1, 2013. Other urban water suppliers must install utility meters on all of their service connections by January 1, 2025. Starting January 1, 2010, their charges for any customer with a metered connection must be based on the actual volume of water delivered, as measured by the water meter. The law allows the water companies to recover their related costs through rates, fees, or charges ([California Water Code, §§ 525-527](#)).

APPROVAL OF THE 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.)

- 1. July 18, 2018 Agenda**
- 2. June 20, 2018 Minutes**
- 3. Approval of the July 2018 Financial Reports**
 - Profit and Loss. Budget vs Actual
 - Balance Sheet
 - Bank Register

Treasurer, Suzanne Ehlinger, stated that she has reviewed the financial reports and that they are in order.

MOTION: The motion to approve all items on the consent calendar was made by Terri Bishop, seconded by Mark Bishop, motion approved unanimously.

ACTION CALENDAR:

General Managers Report:

- Fire season is officially started!
 - The District had just completed a 2 engine, week long, assignment with OES.
 - During the lightning event on July 14, 3 engines were picked up by the Forest Service.
 - The Lake station responded to a fire in the hill units caused by lightning. The fire was contained and extinguished due to quick response of our crew.
 - The District is pleased to announce that the Forest Service will be using the Cal Pines Airport as a staging/fueling area for Air to Ground support this season. The airport will be closed to the public as necessary. Private residents may still use a section of the runway as needed.
 - The Fire Department and CSD are fully staffed for the season which will allow for required rest time and rotations for the District's firefighters.
 - District Staff have been locating, evaluating, repairing and replacing water meters in preparation for September.

OLD BUSINESS: None

NEW BUSINESS:

- **Conflict of Interest Code:**
Modoc County has issued, a notice prepared by the Fair Political Practices Commission, the 2018 Local Agency Biennial Notice for review of the local agencies Conflict of Interest Code. After review, it has been determined that the CPCSD code is out of compliance with Government Code Section 87302 and is in need of amendment.

MOTION: The motion to amend **Cal Pines CSD Policy #1020 – Conflict of Interest code** was made by Todd Ehlinger, seconded by Suzanne Ehlinger, motion approved unanimously.

The amended/revised version of Policy #1020 will be presented at the next regularly scheduled board meeting for consideration.

CLOSED SESSION: None

DIRECTORS REPORT:

In accordance with Government Code 54954.2(a), Directors may make brief announcements of brief reports on their own activities. They may ask questions for clarification, make a referral to staff or act to have staff place a matter of business on a future agenda.

- **Chairman William Rodgers** shared information of about a free safety seminar, that is being provided to Special District board members, hosted by Special District Risk Management (SDRMA) in Northern California. Discussions ensued concerning the content, relevancy, and need for our directors. There is not a date or location listed with the questionnaire. A decision to attend was not made at this time. Optional methods of training for directors that do not wish to travel were provided. SDRMA's CIP program information was also provided to directors.

MOTION: The motion to adjourn the meeting was made by Mark Bishop, seconded by Todd Ehlinger, motion approved unanimously.

MEETING ADJOURNED AT 4:30 PM.

The next regular meeting of the Board of Directors is **August 15, 2018 at 4 PM.**

CERTIFICATE OF POSTING

I **Susan Lake**, 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 **July 18, 2018 Regular Meeting of the Board of said District.**

Secretary to the Board