



**CALIFORNIA PINES COMMUNITY SERVICES DISTRICT**  
 HC 4 BOX 43002 / County Road 71 Building 376  
 ALTURAS, CALIFORNIA 96101  
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 General Manager: Ron Sherer 530-i640-1040  
 Employer Identification # 94-2195606  
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**REGULAR MEETING MINUTES**  
**January 16, 2019**

**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.**

<b>DIRECTORS PRESENT</b>	<b>STAFF PRESENT</b>	<b>PUBLIC PRESENT</b>
Chairman – Buck Rodgers	General Manager-Ron Sherer	Tyler Byrd
Vice Chairman – Todd Ehlinger	Board Secretary-Jodi Adams	Jason Sherer
Treasurer – Suzanne Ehlinger	Executive Secretary-Susan Lake	Jordan Verece
Director – Terri Bishop	Assistant General Manager-Ryan Sherer	Ken Snider
		Justin Ulrich

**ANNOUNCEMENTS, INTRODUCTIONS, RECOGNITIONS:**

Secretary Adams announced that CA Form 700-Statement of Economic Interest are due in April and forms will be provided to all Directors for completion in February.

**PUBLIC COMMENT:** A resident inquired about the use of gas motors on the lake. The Board advised this was a question for the POA and their meeting will be held January 17, 2019.

**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.)

- **Adoption of the January 16, 2019 agenda.**
- **Approval of minutes from December 19, 2018 regular meeting.**
- **Approval of Financial Reports**
  - **Profit and Loss. Budget Vs Actual YTD**
  - **Balance Sheet YTD**
  - **Bank Register-December 2018**

**MOTION:** The motion to approve all items on the consent calendar was made by Todd Ehlinger seconded by Terri Bishop Motion approved unanimously.

**General Managers Report:**

- All receipts for the 50/50 grant have been mailed to Cal Fire. Funds will not be received until closer to the end of the year.
- There has been no contact with the representative that will assist in the preparation of the Capital Improvement Plan at no cost to the district. GM Sherer will update the Board when this occurs.
- The surplus equipment list is being put together and will be provided to the Board when complete.
- Executive Secretary Lake advised that the first tax funds had been received. The Board authorized the transfer of \$75,000 to savings.
- Director Ehlinger inquired about the status of the dam leak. GM Sherer advised that he is waiting for the report from the inspector before taking any further action.

**OLD BUSINESS:**

**CPCSD Property Ownership-**Secretary Adams advised the Board that there were 11 different properties owned by the District and as far as she could determine, per State law, any surplus property must first be offered to other state agencies prior to being

offered to the general public. Secretary Adams advised that she was unfamiliar with the process but would be conducting research in the coming weeks and hopes to better understand the process and be able to advise the Board at the February meeting.

**MOTION:** The motion to proceed with the surplus equipment sale without including the surplus property was made by Terri Bishop and duly seconded by Suzanne Ehlinger to. Motion carried unanimous.

**MOTION:** The motion to send a letter to the individual that had purchased the old fire truck to have it removed from District property by June 1, 2019 or it would be resold was made by Todd Ehlinger seconded by Terri Bishop. Motion carried unanimous.

**NEW BUSINESS:**

Policy Review

- 2000-Executive Officer
- 2006-Continuity of Service
- 2010-Performance Evaluation
- 2013-Lead Person Assignment & Compensation
- 2505-Holidays
- 2903-Job Description-Human Resources Coordinator
- 2909-Job Description-Assistant General Manager

**MOTION:** The motion to approve policies 2000, 2006, 2010, 2013, 2505, and 2909 and to table policy 2903 was made by Suzanne Ehlinger seconded by Todd Ehlinger. Motion carried unanimous.

The Board requested that a closed session be scheduled for the February meeting to discuss possible disregard of policy 2130 by the General Manager.

Allocation of Fire Camp Funds to Airport:

There was general discussion regarding the use of contracted fire funds to make improvements to the airport property and future land use agreements to utilize this property for a fire camp. It was the consensus of the Board that having the fire camp at the airport was a good source of income for the district and should be pursued again this year.

Use of Contracted Fire Credit Card for Training:

The Board discussed policy 3145-Credit Card usage and Resolution 6-2018/19. GM Sherer requested that the Board allow these cards to be used for various training schools.

**MOTION:** The motion to resend Resolution 6-2018/19 was made by Suzanne Ehlinger seconded by Terri Bishop. Motion carried unanimous.

**MEETING ADJOURNED:**

**MOTION:** A motion was made by Todd Ehlinger and duly seconded by Terri Bishop to adjourn the meeting at 5:25 p.m. Motion carried unanimous.

The next regular meeting of the Board of Directors is **February 20, 2019 at 4 p.m.**

**CERTIFICATE OF POSTING**

I **Jodi Adams**, 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 **January 16, 2019 Regular Meeting of the Board of said District.**

*Jodi Adams*

Secretary to the Board