

**CALIFORNIA PINES COMMUNITY SERVICES DISTRICT
REGULAR MEETING MINUTES
December 20, 2017
COUNTY ROAD #71 BUILDING #376 – DISTRICT OFFICE
CALIFORNIA PINES SUBDIVISION
MODOC COUNTY, CALIFORNIA 96101**

CALLLED 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	Nancy Rodgers
Vice Chairman –	Board Secretary - Susan Lake	
Treasurer – Suzanne Ehlinger		
Director –		
Director – Terri Bishop		

ABSENT: Vice Chairman-Stanley Ehlinger, Director-Mark Bishop

ANNOUNCEMENTS:

- **Directors Mark Bishop and Buck Rodgers** are registered on the CSDA website for required trainings due January 2018. Training is an on-demand course that can be accessed at the directors’ conveniences.
- **Ron Sherer** has earned certification of **Grade 1 Wastewater Treatment Plant Operator**. Starting January 2018, the District will no longer need to contract out for monthly sewer reports.
- The General Manager will be out in January 2018 for a scheduled medical procedure.

PUBLIC COMENTS: None

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. **December 20, 2017 agenda.**
2. **Minutes from the following meetings: November 15, 2017 Special Meeting and November 15, 2017 regular meeting.**
3. **Approval of the Financial Reports for November 2017. (Treasurers Report)**
 - Profit and Loss. Budget vs Actual - November 2017
 - Balance Sheet to Date
 - Bank Register. November 2017

Treasurer has reviewed the financial reports and has found all to be in order. Staff is urged to continue to be frugal as we start the new year as we will have the additional-unbudgeted, tax debt payments of \$2056.00 due on the 20th of each month starting in February 2017. Staff is also encouraged to use purchase orders whenever possible, rather than credit cards.

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

ACTION CALENDAR:

General Managers Report

- Discuss the need/possibility for 3-0 staffing at the Fire Department for the Fiscal Year 2018/2019. Possibility for this request will be considered in the 2018/19 budget, but may CSD will need reserves set aside for this purpose.
- Discussions about the advantage for CSD to purchase a tire machine were discussed. The decision to purchase is tabled until financially possible.

OLD BUSINESS: None

NEW BUSINESS:

- **Annual Organizational Meeting:**
Nominate positions within the Board of Directors – Chairman, Vice Chairman and Treasurer for 2018.
- **Consider Resolution No 2017-06, CSD Workers’ Compensation:**
The Special District Risk Management Association requests a resolution from CSD for the coverage of Volunteers and Board Directors for their files.

A motion to approve Resolution No 2017-6 was made by Suzanne Ehlinger, seconded by Terri Bishop, motion approved unanimously.

CLOSED SESSION: There are no items scheduled for closed session.

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.

There is no Directors Report.

MEETING ADJOURNED AT 5:05 PM

The next regular meeting of the Board of Directors is **January 17, 2018 at 4 p.m.**

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 **December 20, 2017** Regular Meeting of the Board of said District.

Secretary to the Board