



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](http://cpcsd.specialdistrict.org)

**REGULAR MEETING MINUTES**  
**March 21, 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	
Vice Chairman – Todd Ehlinger	Alt. Board Secretary – Holly Sherer	
Treasurer – Suzanne Ehlinger		
Director – Mark Bishop		
Director – Terri Bishop		

**ABSENT: General Manager – Ron Sherer, Board Secretary – Susan Lake**

**ANNOUNCEMENTS: None**

**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. March 21, 2018 Agenda**
- 2. February 15, 2018 Minutes**
- 3. Approval of the February 2018 Financial Reports**
  - Profit and Loss. Budget vs Actual
  - Balance Sheet
  - Bank Register

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

**ACTION CALENDAR:**

**General Managers Report given by Assistant General Manager; Ryan Sherer.**

- The new mosquito sprayer has been delivered.
- Starting this year, and going forward, Nor Cal EMS is requiring background checks for all **new** applicants. This will result in an increased cost of \$75.00 per each first-time applicant but will not be an increase for re-certifications.

- There have been problems with lift station #3 in the trailer park. The pump has been replaced with the pump from lift station #4, which is currently not in use.
- Extrication training is scheduled for April 2018.

**OLD BUSINESS: None**

**NEW BUSINESS:**

- **Policy # 2505 – Holidays:** Consider approval of revision to Policy 2505 – remove “HOURLY RATE OF PAY” chart located at bottom of page. Hourly rates of pay vary for employees’ depending on their step level. 2505.3 is clear to indicate that employees will be paid at their current hourly rate, making the chart inaccurate and unnecessary.

**Motion** to approve revisions to Policy # 2505 was made by Mark Bishop, seconded by Terri Bishop, motion approved unanimously.

- **Forms 700** were completed by board members to be turned into county office. This is the last year that the county will accept paper forms. Starting in 2019 each director must complete the Form 700 electronically on the Modoc County web site. This information and the necessary credentials have been provided to each director via Modoc County.
- **Discussions** took place concerning the availability of bloodwork testing for employees; weather it is required or optional. Directors and staff will review the Safety and Hazards Manual to ensure that these options and procedures are in place.

**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.

- **Directors** request that the Human Resource Coordinator inquire of AP Tech as to whether or not drug testing could be completed at Modoc Medical Center.

**MEETING ADJOURNED AT 4:25 PM**

The next regular meeting of the Board of Directors is **April 18, 2018** at **3p.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 **March 21, 2018 Regular Meeting of the Board of said District.**

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Secretary to the Board