

**Grizzly Flats Community Services District
Minutes of the Regular Meeting of the Board
January 11, 2013**

A. CALL TO ORDER

The regular meeting of the Grizzly Flats CSD Board of Directors was called to order at 9:07 AM by Director Legrand.

ROLL CALL OF THE BOARD

Present: Directors Legrand, Davidson, Ball, and Strauss

Absent: Director Englefield, Leo Rainwater

Others: Jodi Lauther, Kim Gustafson, Phill Dayton, Mel Kelley, & Lyle Tomlin

SALUTE TO THE FLAG was led by Director Legrand.

B. APPROVAL OF THE AGENDA- Director Ball made a motion to approve the agenda as presented. Director Strauss 2nd the motion. There was no discussion. The motion passed with all Directors present voting aye.

C. PUBLIC COMMENT- There was no public comment.

D. CONSENT CALENDAR- These items are expected to be routine business not normally requiring discussion. Action by the Board was taken at one time with one motion.

1. Approval of the Minutes of the regular meeting on December 10, 2012.
2. Receive and approve the Financial Reports and Spending for December 2012.
3. Receive and file invoice GFCSD.001.001 from Domenichelli and Associates, Inc. for work on the Forest View Well Testing & Permitting project, Tasks 1 & 2.
4. Receive and file invoice 69392 from ECORP for work on the Water Rights Review/Documentation and Gaging Equipment Evaluation, Tasks 1 & 2.
5. Receive and file the GFCSD System Report for December 2012.
6. Receive and file the contract with Potable Divers, Inc. for the cleaning and inspection of Forest View, Winding Way and Tyler tanks (approved as part of the 2012/2013 budget).

Jodi Lauther clarified a few financial questions for Director Davidson and Director Ball. It was noted that the carport budget on page 15 of the packet should be updated from \$5,000.00 to \$10,000.00, as was approved at the last Board meeting on December 10, 2012. **Director Ball made a motion to approve the Consent Calendar as presented. Director Davidson 2nd the motion. Director Legrand called for a vote. The motion passed with all directors present voting aye.**

E. OFFICE & FINANCE / Jodi Lauther, General Manager

Monthly review of Office Operations

1. **Update on Volunteer Policy revisions** – Jodi Lauther informed the Board of the fact that the Volunteer Policy revisions would be brought back for their approval at the February 8, 2013 meeting, after first receiving approval from the Policy Review Committee (Director Ball, Director Legrand, Mel Kelley, & Jodi Lauther.)
2. **Discuss CRWA's conference scheduled for April 22-25, 2013 in South Lake Tahoe** – There was some discussion about the associated costs and potential benefits to be received by Jodi Lauther's and Leo Rainwater's attendance at this conference.

Director Ball made a motion to approve the Staff members mentioned (Jodi Lauther and Leo Rainwater) to attend the CRWA conference scheduled for April 22-25, 2013 in South Lake Tahoe. Director Strauss 2nd the motion. Director Legrand called for a vote. The motion passed with all directors present voting aye.

3. **Update on “Water Rights Compliance Evaluation” (ECORP) and the cost sharing request for task order from Bartkiewicz, Kronick & Shanahan (BKS) for legal fees for the project presented to the El Dorado County Water Agency (EDCWA)”** – Jodi Lauther mentioned that the El Dorado County Water Agency did not hold a Board Meeting in January, 2013, and that the task order for ECORP to receive legal services from Bartkiewicz, Kronick & Shanahan (BSK) will not be presented to EDCWA’s Board for cost share approval until their February, 2013 Board Meeting. In result, the project is currently on hold.

Director Strauss made a motion to authorize Staff to present the cost sharing request for the “Task Order for Legal Services by Bartkiewicz, Kronick & Shanahan” to the El Dorado County Water Agency at their next Board meeting, scheduled for February 13, 2013. Director Davidson 2nd the motion. Director Legrand called for a vote. The motion passed with all directors present voting aye.

Monthly review of Financial Operations

1. **Forest View Well Testing & Permitting project (Domenichelli and Associates, Inc.)**
 - a. **Consider authorizing Task 3, *Drinking Water Source Assessment*, under Domenichelli & Associates’ Scope of Work** – The Board expressed several concerns about the Forest View well. Some discussion ensued, in which Director Strauss requested that we investigate the requirement to store 6 acre feet within our raw water reservoir for fire suppression prior to proceeding with Task 3 of the Forest View Well permitting project. Additionally, Director Ball expressed some concern about the reliability of the well.

Following further discussion, **Director Ball made a motion to authorize the District to proceed with Task 3 of the Forest View Well Project, Drinking Water Source Assessment. Director Davidson 2nd the motion. Director Legrand called for a vote. The motion passed with all directors present voting aye.**

2. **Update on used truck purchase** – Jodi Lauther announced that she and Mel Kelley (District Treasurer) purchased a 2005 Toyota Tacoma for a total price of \$21,599.00.

F. OPERATIONS

1. **Update on California Department of Public Health’s (CDPH’s) Inspection Report and its impact to the Capital Improvement Project’s (CIP’s) budget and Five (5) Year Plan** – Jodi Lauther reported that with the exception of the GIS mapping (Item #19,) all CDPH items were already included within the five year plan. There was some discussion for the following items contained within the five year plan:
 - **GIS Mapping (CIP-19)** - Benefits of and purpose for GIS mapping. The Board requested that Staff verify whether or not Carlton Engineering addressed GIS mapping, and the cost associated with producing a GIS map. Otherwise, this item is currently listed at the end of the five year plan and is considered to be a low priority.
 - **Corrosion Issues (AM-8)** - This item was put in for cost share with the El Dorado County Water Agency. District Staff is currently working with CSI Services to obtain a “not to exceed” quote for evaluating the plants, tanks, pneumatic tanks, and backwash tanks.
 - **Tank Improvements (CIP-7 & CIP-8)** – Jodi has a quote for the tank improvements, which is listed upon the five year plan as two separate items. Director Legrand requested additional quotes, listing the ladders and overflows as two separate items. District Staff was told that there is a surplus of used ladders which could be utilized for the District, at a considerable cost savings. Director Ball offered to assist with providing direction and locating a certified welder for the ladder installation portion of this project. Director Legrand requested that Jodi Lauther begin searching for a certified worker who can complete the overflow installations. Mel Kelley offered his services relative to locating the used ladders. Director Ball, Mel Kelley Jodi Lauther, and Leo Rainwater will work together on this project.
 - **Cross Connection Control Program (Ordinance 88-2)** - Director Legrand and Leo Rainwater will be meeting in February, 2013 to start the process of identifying what the District needs relative to this program.

G. CONSERVATION

1. **Update on proposed resolutions that declare our District's intent to retain control of conserved water. The "Policy Review Committee" should schedule a meeting to work on a draft of these resolutions** – Jodi Lauther reported that the Policy Review Committee (Director Ball, Director Legrand, Mel Kelley, & Jodi Lauther) will review the draft resolutions when they are ready, decide whether or not they need to be submitted into the District's counsel for review, and then present them to the Board with the committee's recommendations. Director Strauss was working on a draft to present to the committee. It was decided that upon completion, the resolution(s) will remain in house only, as the El Dorado County Water Agency did not want a copy for their files.

H. COMMITTEE REPORTS

1. Fire/Emergency Plan Committee

- a. **Report on committee meeting held on January 4, 2013** – Jodi Lauther reported that she, Director Englefield, Director Legrand, and Leo Rainwater met and discussed access to the property, maintaining the water system, the sprinkler systems, how to protect the plant, and questions that the committee had for other agencies. Phill Dayton stated that having a District photo ID badge and a paystub will suffice to get employees through blockades during an emergency event. Additionally, he stated that residents should always carry a utility bill, as it verifies their address so that they can cross emergency lines once it is safe.
 - b. **Update on "Grizzly Flats Table-Top Drill," scheduled for Friday, April 19th, 2013** – Director Legrand mentioned that there is room for one District representative to sit at the table during the emergency exercise, and that it should be one of our staff members. It was decided that Leo Rainwater will be our District representative, and that Jodi Lauther and one additional Board member would be there to observe the event. Additional work will be completed on GFCS's Emergency Plan following this emergency table-top exercise.
2. **Grizzly Pond Committee** - Update on Grizzly Pond activities and review report from t-shirt/sweatshirt sales – Director Ball said that some fill had been spread at the pond site recently, and that it looks good. Additional fill will be needed for the pond, and Director Strauss recommended that a notice be posted at the local Post Office, requesting clean fill. Director Ball still plans to hold a tree thinning event when the weather improves. Director Legrand mentioned that he confronted a few teenagers who were recently throwing cobbles onto the ice-covered pond.

Break from 11:02 AM – 11:17 AM

3. Solar Committee

- a. **WaterSmart** – Update on WaterSmart Grant application and consider approval of Resolution No. 2013-1 – Director Ball recapped the WaterSmart Grant progress and components. Additional projects were added to the application, in hopes of receiving grant approval and subsequent cost sharing. Items to be included in the grant application are the Supervisory Control and Data Acquisition (SCADA) system, the Solar Power System, the variable frequency drive (VFD) for Tyler's booster pump, and the Stream Gages for the diversions (related to the ECORP project.)

Following some discussion, Director Strauss made a motion to adopt Resolution No. 2013-1, for the federal WaterSMART grant application. Director Davidson 2nd the motion. Director Legrand called for a vote. The motion passed with all directors present voting aye.

- b. **CA Partnership Program** – Update on December 12, 2012 meeting with the California Energy Commission (CEC) – Director Ball summarized the events during the California Energy Commission's visit, wherein they audited all of our facilities except Winding Way. He said that he is waiting for the California Energy Commission's findings, which are supposed to be submitted later this week.

Kim Gustafson left the meeting at 12:12 PM.

4. **Mountain Counties Water Resources Association** - Report on December 11, 2012 meeting - Jodi Lauther reported that they discussed hydro-electric possibilities using reservoir overflow during the last Mountain Counties Water Resources Association meeting. Water rights and the Delta-Bay Project were also discussed.

I. **EL DORADO COUNTY WATER AGENCY (EDCWA)**

1. **Report on the agency's December 2012 meeting** – Jodi Lauther told the Board that their January, 2013 meeting had been cancelled, and that she was planning to attend their next Board meeting in February, 2013, to request cost share approval for the ECORP legal costs.

5. **ANNOUNCEMENTS / DIRECTORS COMMENTS**

a. There were no comments to report.

L. **CLOSED SESSION** - The Board decided to cancel the closed session.

M. **REPORT FROM CLOSED SESSION**- There was nothing to report, as the closed session was cancelled.

O. **ADJORNMENT**- Director Strauss made a motion to adjourn. Director Davidson 2nd the motion. Director Legrand called for a vote. The meeting was adjourned at 12:20 PM. The next regular meeting will be at 9:00 am on Friday, February 8, 2013 at The Grizzly Flats CSD office.

Minutes submitted by:

Kim Gustafson, Board Secretary

Approved by:

GFCS D Board Chair

Date:
