

**GREENHORN CREEK COMMUNITY SERVICES DISTRICT
A FIRE WISE COMMUNITY**

Minutes

**Thursday, November 19, 2015, 6:00 p.m.
Greenhorn Fire Station**

1. Roll Call

Board - Janice Bishop, President; Cecilia Williams, Secretary; Gayle Higgins,
Connie Radach, Zeke Awbrey
Staff - Carrie Rush, Tyson Rael
Public – Chuck Jarvi, Fred Radach, Danielle Rael, Mark Evans, Barbara Lockman

2. Public Comment Opportunity

No public comment.

3. Board Comments and Reports

Congratulations were offered to Tyson Rael for passing his water operator's test, and to Carrie Rush for completing out annual audit.

4. Approval of Minutes

Minutes of 9-17-15 approved as they stand.

5. Finance Report

a. Reviewed monthly financial reports for August. Cecilia Williams moved to accept the monthly financial report for August, Connie Radach seconded. Motion passed unanimously. Reviewed monthly financial reports for September. Gayle Higgins moved to accept the monthly financial report for September, Connie Radach seconded. Motion passed unanimously. Reviewed monthly financial reports for October. Cecilia Williams moved to accept the monthly financial report for October. Gayle Higgins seconded. Motion passed unanimously. Two liens were filed for people who have not paid their water bills in August. In September, a letter was sent to a property owner that didn't have a water meter, and we received his payment for the past year. In October, two customers arranged to make payments on large water bills and another lien was filed on another property. There are two properties in escrow.

b. Our annual audit was on October 29th and 30th. The auditor commented that the minutes are professional. The audit report hasn't been received yet, but will be here for the December Board meeting, and will be placed on the agenda for discussion. The auditor recommended separating the bank accounts and books for the Water Department and the fire Department.

6. Water Department

a. A complaint of low water pressure in Unit 1 revealed a need to replace the modem that controls the automation of the pump. It is now being checked manually twice a day and triggered manually when necessary.

b. Tabled - will revisit at a future

c. Water rates – Cecilia Williams proposes that since a water study has to be signed off on by an engineer, we hire one. The board reviewed a proposal from a P.E. After discussion, Cecilia Williams made a motion that the board president sign the proposal and hire the PE to work with the Water Rates Committee to complete the water study. Gayle Higgins seconded. Motion passed unanimously.

7. Fire Department

a. There were six trainings and six call outs. Janice Bishop and Tyson Rael will be applying for a grant to support new equipment and hazardous waste removal.

b. The storage shed has been ordered.

c. The burn pile is open. Tyson will place a sign on the bulletin board by the mailboxes that will reflect the status of the burn pile, and that it is for greenhorn residents only.

8. Personnel

- a. The General Manager's pay will be increased to reflect his D-1 Water Certification
- b. The automobile usage was revisited and will remain the same.

9. Date of Next Meeting: December 17, 2015

Adjournment – 7:05

Cecilia Williams

Secretary

Greenhorn Creek Community Services District

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