

**GREENHORN CREEK COMMUNITY SERVICES DISTRICT**  
**Special Meeting**  
**Minutes**  
**Thursday, December 12, 2013**  
**6:00 p.m. – Greenhorn Fire Station**

**Note: This special meeting was called in order to discuss the items listed on this Agenda only.**

**1. Roll Call**

Board-Marlynn Jordan, Gayle Higgins, and Candy Miller  
Staff—Roy Carter  
Public-Janice Bishop, Zeke Awbrey, and Chuck Jarvi

**2. Swearing in of New Elected Board Members**

Tonight Janice Bishop, Zeke Awbrey, and Gayle Higgins were sworn in as newly elected Greenhorn CSD Board members. Janice and Zeke will serve 4 year terms and Gayle will serve a two year term. Marlynn swore all three in. After discussion the officers will be:

President-Janice Bishop  
Vice-President-Zeke Awbrey  
Secretary-Candy Miller  
Officer at large-Gayle Higgins

\*Minutes for the November 21, 2013 cannot be discussed or approved at this meeting as they were not on this agenda. They will have to be approved at the January meeting.

**3. Public Comment Opportunity**

Any member of the public may address the Board on matters that are within the jurisdiction of the Board. **The Board is not allowed to comment or respond to public comments per the Brown Act.** If you are addressing the Board regarding a matter listed on the agenda, you are requested to hold your comments until the Board takes up that matter. Please limit your comments to three minutes or less.

None.

**4. Finance Report**

**a.** Review monthly financial reports.

Candy made the motion to approve and Gayle seconded. Motion approved.

**b.** Discussion and direction to staff regarding policies for overdue accounts.

No discussion on this tonight.

**5. Water Department**

**a.** Update on Water systems.

Well #2 had a frozen chlorine line. The heater went out and will be repaired. This is the first time this has happened. It did not prompt the necessity of a boil water notice to the affected lots. Roy however did notify the state water department to let them know.

- b. Discussion of current water policy and possible acceptance.  
Roy will ask Susan to resend to everyone to ensure they have it, and will be an agenda topic at the January meeting.
- c. Discussion of Water Rate Study with Meters—Place Holder
- d. Discussion of and possible action on the CSD Road Maintenance Agreement.  
This was done in November and needs to be taken off of the Agenda.

**6. Fire Department**

- a. Update on Fire Department Activity.  
Tyson has completed the first half of the fire engine driving training. The Department made 2 medical calls, 1 public assist, and 1 mutual aid mass casualty incident.
- b. Discussion and direction and/or update to staff regarding updates to fire fuels ordinance and possible acceptance.  
This review is still being worked on and will take approximately 6 more Months before the review is completed.
- c. Fire Safe Council update.  
None
- d. Firewise Community update.  
The Wildland Fire Evacuation Plan is completed. There is still a need to put up signs on roads that cannot be used for evacuations. A map will be sent out to all lot owners. It will also be posted on the CSD board by the mail boxes. And a copy to be put on the post that has Evacuation Meeting Site on in a waterproof type box. Plumas County Firewise is looking for board members.
- e. Review and possible approval of Fire Safe/Fire Wise contract.  
Take this off of the Agenda.
- f. Fire Chief position update.  
No one has volunteered to do this position.

**7. Road Department**

- a. Update on road Department Activity  
It snowed. Chris plowed on Saturday. Roy put down 100 pounds of ice melt on Pathfinder. Susan and Roy are working on the books to get them closed Out for the two Road Associations. Roy got the chains for the grader Today and will put them on the grader. Zeke is interviewing a driver for Driving the road equipment.

**8. Adjournment**

The Next Regular CSD meeting is January 16<sup>th</sup> at 6pm. The regular meeting for December 19<sup>th</sup> was cancelled.