

GREENHORN CREEK COMMUNITY SERVICES DISTRICT
MINUTES OF THE BOARD OF DIRECTORS
July 16, 2009

A meeting of the Board of Directors of the Greenhorn Creek Community Services District was held on July 16, 2009, at the Greenhorn fire station. Persons in attendance included:

Board Members: Susan Lake, Candy Miller, Brian Morris

District Staff and Volunteers: Roy Carter, Susan Scarlett, Steve Brigman

1. Approval of Minutes

Upon a motion made by Candy Miller, seconded by Brian Morris, and unanimously approved, the minutes from the regular meeting on June 25, 2009, and the special meeting on June 29, 2009, were approved as presented.

2. Public Comment Opportunity

There was no public comment.

3. Correspondence

Brian Morris presented a draft letter responding to a June 15 letter from Ralph Higgins. Following discussion, upon a motion made by Brian Morris, seconded by Candy Miller, and unanimously carried, the Board authorized the President to sign the letter.

4. Finance Report

Susan Scarlett presented the monthly financial report. As of July 16, cash on hand was \$296,025, including Road funds. Upon a motion made by Brian Morris, seconded by Candy Miller, and unanimously carried, the Board accepted and filed the finance report.

Susan Scarlett asked the Board whether it would hire a person to delivery water shut-off notices to delinquent accounts. Following discussion, it was the consensus of the Board that Roy Carter would deliver 10-day notices and Susan Lake would follow up with 48-hour notices.

5. Road Maintenance

The Board reviewed the bylaws for the Unit 1 Road Association and the procedural requirements for the annual meeting. Roy Carter and Susan Scarlett will prepare and mail the notices for an annual meeting to be held on August 3.

6. Water System Report

Roy Carter reported that water levels in the tank had been running low, possibly because of a leak on Pathfinder Trail. Mr. Carter also reported that he had attended a class on prevention of fraud in construction contracts, which was one requirement for receiving stimulus funds from the California Department of Public Health.

Brian Morris presented a resolution authorizing application for a grant from the California Department of Public Health for stimulus funds under the American Recovery and Reinvestment Act. Upon a motion made by Brian Morris, seconded by Candy Miller, and unanimously carried, the Board adopted **Resolution 09-7449**, authorizing application for water system funding.

Steve Brigman from Shaw Engineering presented the 90%-complete plans and bidding documents for the new 100,000-gallon water tank. Roy Carter will review the final draft of the plans. There will be a need to dig a hole for a soil test to confirm that there is no bedrock that would interfere with earthwork and increase the expense of the project. Also, a decision will need to be made on telemetry between the water tank and the water system controls. Options to provide power at the tank site include battery, solar, or an extension of conduit to the site.

Upon a motion made by Brian Morris, seconded by Candy Miller, and unanimously carried, the Board directed the General Manager to review and finalize the plans with Shaw Engineering; submit the plans to Plumas County Environmental Health and USDA for final approval; and then proceed to bid.

In response to a question from the Board, Mr. Brigman said he would provide a technical report with the results of the hydraulic modeling of the community water system.

Mr. Brigman also presented the plans and bidding documents for the American Recovery and Reinvestment Act project. The plans have been reviewed by the California Department of Public Health and are ready to go to bid as soon as all the procedural and legal requirements of the program are completed.

7. Fire Department Report

Fire Chief Carl McDonald reported that three volunteers attended the monthly meeting and the Fire Department has responded to two incidents during the month.

A meeting was held with the Forest Service to clarify roles and responsibilities in wildland fires. The Forest Service does not protect structures. Local fire departments are responsible for structure protection, and the California Highway Patrol and Sheriff's Department coordinate evacuations.

Meadow Valley Fire Department donated five fire shelters to the Greenhorn Fire Department, which are worth about \$160 apiece.

Finally, the Forest Service had been over the Greenhorn evacuation route and were going to look at grading and improvements to make the route more accessible.

8. Adjournment

The meeting adjourned at 9:30 p.m. The next meeting is scheduled for Thursday, August 20, at 7:00 p.m.

I, Brian L. Morris, Secretary of the Board of Directors, certify that the foregoing minutes of the Greenhorn Creek Community Services District Board of Directors are correct as recorded.

/s/ Brian L. Morris

Brian L. Morris, Secretary