

**GREENHORN CREEK COMMUNITY SERVICES DISTRICT**  
**MINUTES OF THE BOARD OF DIRECTORS**  
**November 19, 2009**

A meeting of the Board of Directors of the Greenhorn Creek Community Services District was held on November 19, 2009, at the Greenhorn fire station. Persons in attendance included:

Board Members: Susan Lake, Candy Miller, Brian Morris

District Staff and Volunteers: Roy Carter, Carl McDonald, Susan Scarlett

**1. Approval of Minutes**

Upon a motion made by Candy Miller, seconded by Brian Morris, and unanimously approved, the minutes from regular meeting on October 15, 2009, were approved with one correction.

**2. Public Comment Opportunity**

There were no comments from the public.

**3. Finance Report**

Susan Scarlett presented the monthly financial report. As of November 19, cash on hand was \$229,363, including \$71,117 in a construction account for the water tank and \$31,233 in facility fees. Water Department expenses through November 19 were \$51,718 and income was \$51,884. Fire Department expenses were \$10,521 and income was zero. Upon a motion made by Candy Miller, seconded by Brian Morris, and unanimously approved, the Board accepted and filed the monthly finance report.

Susan Scarlett distributed copies of the annual audit from Bob Johnson. The Board members agreed to review the audit and discuss it at the December meeting.

**4. Water Department**

Roy Carter reported that the water main on Pathfinder Trail had been exposed by erosion and that repairs had cost about \$3,000. The District received the results of its most recent water quality testing for metals and organics, and water quality is excellent. There were no constituents in the water that exceeded the maximum contaminant levels.

Construction has begun on the new water tank with site preparation, and the schedule for completion of the project will depend on the weather. The tank itself will be installed, but the final coating will have to wait for warmer temperatures in the spring.

Brian Morris presented a resolution to award the contract for the Phase 1 water system work. Upon a motion made by Candy Miller, seconded by Brian Morris, and unanimously carried, the Board adopted **Resolution 09-7457**, awarding a contract to

Grizzly Creek Excavating for water system improvements funded by a grant from the Safe Drinking Water Revolving Fund and the American Recovery and Reinvestment Act.

## **5. Road Maintenance**

Roy Carter reported that maintenance work had been completed on the road grader and it was ready for winter use. Frank Madden will do snowplowing this winter, and Roy Carter will be the backup.

Roy Carter presented specifications used by Plumas County for restoration of unpaved roads following trenching. Upon a motion made by Brian Morris, seconded by Susan Lake, and unanimously carried, that Board approved the proposed specifications for use on Greenhorn roads.

The Board tabled discussion of standards for construction of new driveway culverts.

## **6. Fire Department Report**

Fire Chief Carl McDonald reported that four volunteers attended the monthly meeting and that the Fire Department had responded to two medical calls during the month.

Chief McDonald presented a resolution to adopt the protocols of the National Incident Management System for the Greenhorn Fire Department, which was a condition of receiving future funding through the Federal Emergency Management Agency. Upon a motion made by Candy Miller, seconded by Brian Morris, and unanimously carried, the Board adopted **Resolution 09-7556**, adopting the National Incident Management System for the Greenhorn Fire Department.

## **7. Adjournment**

The Board discussed the time of the meetings and agreed to change the time of the meetings to start at 6:00 p.m.

The meeting adjourned at 9:20 p.m. The next meeting is scheduled for Thursday, November 19 at the fire station.

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

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Brian L. Morris, Secretary