

GREENHORN CREEK COMMUNITY SERVICES DISTRICT
MINUTES OF THE BOARD OF DIRECTORS
December 17, 2009

A meeting of the Board of Directors of the Greenhorn Creek Community Services District was held on December 17, 2009, at the Greenhorn fire station. Persons in attendance included:

Board Members: Susan Lake, Candy Miller, Brian Morris

District Staff and Volunteers: Roy Carter

1. Approval of Minutes

Upon a motion made by Candy Miller, seconded by Brian Morris, and unanimously approved, the minutes from regular meeting on November 19, 2009, were approved as presented.

2. Public Comment Opportunity

Kris Parton presented a letter to the Board addressing three issues: (1) placement of a street sign to identify Rideout Trail; (2) priority of maintaining a culvert that passes under the intersection of Rideout Trail and Greenhorn Road; and (3) fire evacuation and the availability of keys to the gates on property owned by Sierra Pacific Industries.

3. Finance Report

The financial reports had been distributed by e-mail in advance of the meeting. It was the consensus of the Board that e-mail distribution should continue to allow the Board members to review the reports before the meeting.

As of December 14, cash on hand was \$219,186, including \$71,117 in a construction account for the water tank and \$31,233 in facility fees. Water Department expenses through December 14 were \$60,728 and income was \$53,222. Fire Department expenses were \$13,228 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.

The Board reviewed the 2008-2009 audit prepared by Bob Johnson. Brian Morris noted a typo in the facility fee for new water service connections, which should have been \$4,320. Upon a motion made by Brian Morris, seconded by Candy Miller, and unanimously carried, the Board accepted and filed the 2008-2009 audit, with a written correction for the amount of the facility fee.

The only new recommendation from the audit was that the District should adopt a formal record retention policy. Susan Lake circulated a sample of such a policy. The Board members agreed to review the sample and consider adopting a policy at the January meeting.

4. Water Department

Roy Carter reported that a water sample from Well No. 1 had shown excessive iron and turbidity, which was inconsistent with previous test results, indicating the sample may have been contaminated. The well casing was flushed and new samples were collected and submitted for testing.

Water use is running at a normal level of 40,000 gallons per day.

For Phase 1 water system work, \$25,000 in expenses are being submitted to the Department of Public Health for reimbursement under the District's grant agreement.

For the Phase 2/water tank project, the loan has closed with USDA Rural Development and a change order has been signed to upgrade from a bolted steel tank to a welded steel tank. Also, a second change order has been approved to relocate a pressure reducing valve from the middle of the street to the side of the street where it will be more easily accessible. The pad has been completed for the new tank and compaction testing was successful. The tank itself is expected to be in place soon.

5. Road Maintenance

Roy Carter reported that there were some difficulties in the recent snowstorm, including the grader running out of gas. In the future, the snowplow operator will alternate with each storm between starting first in either Unit 1 or Unit 2.

6. Fire Department Report

Roy Carter reported that the Fire Department has responded to two calls during the month, including a medical call and a car accident on Highway 70.

7. General Items

Brian Morris reported that Plumas County was in the process of updating the County General Plan and was seeking public input. Mr. Morris stated that he was serving on the public workgroup for District 5, which included Greenhorn, Graeagle, and part of East Quincy, and that anyone could talk with him about interests or issues in the General Plan update.

8. Adjournment

The meeting adjourned at 7:05 p.m. The next meeting is scheduled for Thursday, January 21 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

Brian L. Morris, Secretary