

**GREENHORN CREEK COMMUNITY SERVICES DISTRICT
MINUTES OF THE BOARD OF DIRECTORS**

June 16, 2011

A meeting of the Board of Directors of the Greenhorn Creek Community Services District was held on June 16, 2011, at the Greenhorn fire station. Persons in attendance included:

Board Members: Candy Miller, Brian Morris, David Schmid

Marlynn Jordan was absent

District Staff and Volunteers: Roy Carter, Susan Scarlett

Five members of the public

1. Approval of Minutes

Upon a motion made by David Schmid, seconded by Brian Morris, and unanimously approved, the minutes from the regular meeting on May 19, 2011, were approved as presented.

2. Public Comment Opportunity

Kris Parton reported that she had a water leak in front of her house. Roy Carter said he would investigate.

3. Finance Report

Susan Scarlett presented the financial report. As of June 13, cash on hand was \$159,766. Water Department expenses were \$98,457 and income was \$129,508. Fire Department expenses were \$16,349 and income was \$13,598. Upon a motion made by Brian Morris, seconded by David Schmid, and unanimously approved, the Board accepted and filed the monthly finance report.

Roy Carter reported that he had filed two actions in small claims court to try to collect delinquent road association fees. The court date is July 15.

Roy Carter presented the proposed budget for fiscal year 2011-2012. Candy Miller opened the public hearing on the budget. There was no public comment, and Mrs. Miller closed the hearing. Upon a motion made by Brian Morris, seconded by Candy Miller, and unanimously approved, the Board adopted **Resolution 2011-7461**, approving and adopting the annual budget for fiscal year 2011-2012.

Brian Morris reported that Susan Scarlett's contract for financial services would expire June 30. Ms. Scarlett requested no changes to the contract except for the addition of reimbursement of regular postage for the quarterly water bills. Upon a motion made by

Candy Miller, seconded by David Schmid, and unanimously approved, the Board approved a one-year renewal of Susan Scarlett's contract, with the addition of reimbursement for postage for the water bills, and authorized the General Manager to sign an amendment to the contract accordingly.

4. Water Department

Roy Carter reported that five leaks had been repaired during the month due to laterals that were broken while work was being done on the roads. Water use was 1 million gallons under last year's level as a result of rain and leak detection. The new equipment for Well No. 1 has been received and the contractor is in the process of scheduling to be back on site.

Shaw Engineering has surveyed the work that was completed on the water meter project and taken an inventory of parts. Mr. Carter will be meeting with Shaw on June 20 to review everything, and then the remaining work should be ready to go out for re-bid. A new contractor will hopefully be back on the job in September.

5. Fire Department Report

Roy Carter reported that the fire department has responded to one medical call during the month and that eight volunteers attended the monthly meeting. The four new members of the fire department graduated from the Fire Academy conducted in Quincy.

Brian Morris presented a resolution authorizing continued participation in the Federal Excess Property Program. Upon a motion made by Candy Miller, seconded by David Schmid, and unanimously approved, the Board adopted **Resolution 2011-7462**, authorizing application of federal excess property in accordance with Title IV of the Rural Development Act of 1972.

6. Road Maintenance

Mr. Carter reported that dust coat would be applied on June 21 and 23. The ditches in Unit 1 and Unit 2 were cleaned out, but the culverts were in such poor condition that extra money was spent digging them out.

Ralph and Trish Wilburn informed the Board that they had received a grading permit from Plumas County to finish work on the extension of Running Springs Trail and would begin construction soon. They presented a map showing lot line adjustments that had been made, using parcels from the original Unit 1 subdivision to create larger parcels that extended outside the Unit 1 subdivision boundary. The question that was raised was what effect did the lot line adjustments have on the road association dues. Upon a motion made by Candy Miller, seconded by Brian Morris, and unanimously approved, the Board agreed that the lot line adjustments should be discussed with the Plumas County Engineer, Plumas County Planning Department, and possibly with the District's attorney for a legal opinion.

7. Adjournment

The meeting adjourned at 8:02 p.m. The next meeting is scheduled for Thursday, July 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