

GOLD MOUNTAIN COMMUNITY SERVICES DISTRICT

BOARD OF DIRECTORS

MEETING MINUTES

Friday, May 20, 2022 @ 10:00am

- A CALL MEETING TO ORDER:** Determination of a Quorum and Acceptance of Agenda.

Chair Curtis called the meeting to order at 10:02am. Directors Bennie, Kogge, St. Pierre, Vice-Chair Seney and Chair Curtis responded to the roll call. The agenda was accepted by unanimous roll call vote.

- B RESOLUTION No. 2021/22 -11:**

General Manager Rich McLaughlin presented Resolution No. 2021/22-11: A Resolution of The Board of Directors of the Gold Mountain Community Services District (GMCS D) Making Findings and Determinations Pursuant to AB361 for Continued Virtual Meetings for consideration.

It was moved by Vice-Chair Seney, seconded by Chair Curtis to adopt Resolution No. 2021/22-11. Under roll call vote all members present voted in favor.

- C PUBLIC COMMENT:** Under Government Code Section 54954.3, members of the audience may address the Board on any agenda item before or during the Board's consideration of the item. The District allows a maximum of three (3) minutes for each speaker.

There were no comments from the public.

- D CONSENT CALENDER:**

Minutes: Approval of January 29, 2022, Regular Meeting Minutes

Minutes: Approval of February 25, 2022, Special Meeting Minutes

Minutes: Approval of the March 18, 2022, Regular Meeting Minutes

Warrant Registers: March 2022 & April 2022 Warrant Registers.

It was moved by Vice-Chair Seney, seconded by Director St. Pierre to approve the consent calendar as presented. Under roll call vote all members present voted in favor.

- E CORRESPONDANCE TO THE BOARD OF DIRECTORS:** Debrief on correspondence directed to board from the public:

No correspondence from the public was presented.

- F GENERAL MANAGER/TREASURER REPORT:**

- Transition Update

Mr. McLaughlin reported that the transition of financial and accounting work to Cline and Associates was going well, just a few little wrinkles that have been ironed out. He reported that the new phone system was up and running, it includes a phone tree which allows someone with a billing question to be transferred to Cline's office. He also noted that the update of customer contact information was nearly complete.

- Rate Case Update

Prop 218 notices were mailed, and one protest has been received. The Public Hearing to consider the rate increase will be held on June 15, 2022

- Finance Committee Meeting Report

Minutes from the May 5, 2022 Finance Committee meeting were presented. The committee reviewed budget performance for the current year and looked at two draft budget for 22/23 FY, one including a rate increase and one without.

- California Rural Water Association Expo

The General Manager and Field Manager attended the Expo. Mr. McLaughlin thanked the board for the opportunity to attend, he noted that there was valuable information presented and quite an informative and well-planned workshop.

G BUDGET REPORT AND FINANCIALS FOR MARCH – APRIL 2022: Review and Acceptance of Reports as presented by the District Treasurer.

General Manager Rich McLaughlin reviewed the current financial reports, he noted that the COVID funding and a payment from the PG&E Dixie Fire settlement were included in the reports. It was moved by Vice-Chair Seney, seconded by Director St. Pierre to accept the financial reports as presented. Under roll call vote all members present voted in favor.

H PRESENTATION OF FY 2022-2023 DRAFT BUDGETS: First Review of draft budgets for the FY beginning on 1 July 2022; with and without rate increase

Mr. McLaughlin explained that the Finance Committee had worked with him to develop the drafts being presented and thanked the committee for their work. Chair Curtis commented that the format was an improvement over past budgets.

I ANNUAL FIRE TAX

Mr. McLaughlin explained that the two resolutions were necessary to allow the County to place the Districts fire tax on the tax roll for the next fiscal year.

1. Resolution No. 2021-22-12 Adopting Annual 2% Fire Tax Increase

It was moved by Director St. Pierre, seconded by Vice-Chair Seney to adopt Resolution No. 2021/22-12. Under roll call vote all members present voted in favor.

2. Resolution No. 2021-22-13 Assessing the Annual Fire Tax for FY 22/23

It was moved by Director St. Pierre, seconded by Vice-Chair Seney to adopt Resolution No. 2021/22-13. Under roll call vote all members present voted in favor.

J EMPLOYEE BENEFITS REVIEW: Recommendation for the formation of an Ad-hoc Employee Benefit Committee

Mr. McLaughlin reviewed the current employee benefit package that was developed by the District in 2015. He explained that the current package had been reviewed by the District's legal firm who outlined problems with the current plan. He suggested the Board should consider appointing an Ad Hoc Committee to work on revising the employee benefit package. The committee could include the General Manager, Field Manager and 2 members of the Board.

Director Bennie voiced concern with employees who receive benefits being on the committee. Further discussion noted that although the employees may take part in the committee a final decision on any revision to the package would be approved by the Board.

It was then moved by Chair Curtis, seconded by Vice-Chair Seney to appoint an Ad Hoc Committee consisting of Rich McLaughlin, Skyler Allingham, Director Bennie and Chair Curtis with a committee charter to be presented at the next Board meeting. Under roll call vote all members present voted in favor.

K OLD BUSINESS:

1. **PERFORMANCE REVIEW EASTERN PLUMAS RURAL FIRE DEPT:** Board President to present for discussion the GMCSD's annual review of the Eastern Plumas Rural Fire Dept Contract

Chair Curtis reviewed her report regarding the EPRFPD contract review. She noted that the committee was moving forward with presenting an RFP to Beckwourth and Graeagle Fire Departments. She also noted that Chief Frank is back in the area.

2. **LOCAL EMERGENCY SERVICES STUDY GROUP (LESSG):** Board President to discuss the latest updates on the possible fire agency consolidation

Chair Curtis explained that the study group was continuing to work with the consultants to develop a tax structure for the proposed new district.

3. **AD-HOC COMMITTEE CHARTERS:** Board President to present for discussion and possible action, the four draft Ad-Hoc Committee Charters.

Chair Curtis presented charters for the Policy Review, Transparency Challenge, LESSG and Rate Study Ad Hoc Committees. She explained that the Charters had been reviewed and were ready for adoption.

It was moved by Director St. Pierre, seconded by Vice-Chair Seney to adopt the charters presented for the four listed committees. Under roll call vote all members present voted in favor.

4. **DISTRICT TRANSPARENCY CHALLENGE:** Board President to discuss the latest updates on the District Transparency Challenge Certification through CSDA.

Chair Curtis explained that work was continuing with the next step being an update to the website. Mr. McLaughlin and Vice-Chair Seney each offered to help with the website update.

5. **FOREST MANAGEMENT UPDATE:** Board President to provide update on the Forest Management program and this year's upcoming efforts.

Chair Curtis reported that there will be a presentation at the Nakoma Community Association annual meeting.

6. **ANNUAL NCA MEETING PARTICIPATION:** Board President to discuss the CSD's participation and role in the Nakoma Community Association's Annual Meeting on 21 May.

Director Kogge explained that a Firewise display was being set up for the meeting. She also reminded the Board that if more than three members were present they should not engage in any CSD discussions in order to remain compliant with the Brown Act.

L NEW BUSINESS:

1. **BOARD MEETING CALENDAR:** Board Secretary to discuss the board meeting calendar for June – December 2022.

General Manager McLaughlin and Board Secretary Chrysler outlined the schedule for the next Board meetings. There will be a Special Meeting on June 15, 2022 at 10am for the Prop 218 Rate Study Public Hearing. The next regular meetings will be held on July 15, September 23 and November 18.

It was moved by Chair Curtis, seconded by Director St. Pierre to approve the meeting schedule as discussed. Under roll call vote all members present voted in favor.

2. **BOARD INITIATIVE TRACKING:** Board President to discuss proposed draft tracking methodology for GMCSO board initiatives.

Chair Curtis presented a draft initiative tracking document for the Board to review and discuss. Everyone agreed that there is a need to have a central tracking system to allow for tracking of board items. Ms. Curtis explained that the draft presented still needed some work but was a good starting point.

After further discussion it was moved by Director Bennie, seconded by Director St. Pierre to adopt a tracking mechanism to be updated by the Chair. Under roll call vote all members present voted in favor.

3. **RESOLUTION No. 2021/22 -14, TO OPPOSE CA INITIATIVE 21-0042A1:** Limits Ability of Voters and State and Local Governments to Raise Revenues for Government Services. Initiative Constitutional Amendment

Vice-Chair Seney explained that the CSDA was requesting special districts to consider formalizing opposition to Initiative 21-0042A1 which if passed would revise and limit the way local governments are able to raise revenues, taxes and fees.

It was moved by Director St. Pierre, seconded by Director Kogge to adopt Resolution No. 2021/22-14 opposing the initiative. Under roll call vote all members present voted in favor.

4. **PROFESSIONAL SERVICES CONTRAT WITH HANSFORD ECONOMIC CONSULTING** – Board President to present a proposed contract to retain professional services from Catherine Hansford on an as needed basis.

General Manager McLaughlin explained that the rate study has been completed ending the contract with Hansford Consulting for the project. He requesting the Board consider approval of a contract to retain their services on an as needed basis.

It was moved by Vice-Chair Seney, seconded by Director St. Pierre to approve the contract outlined for Hansford Consulting. Under roll call vote all members present voted in favor.

5. **RESOLUTION No. 2021/22 -15, TO ENDORSE IMPROVEMENTS TO THE BECKWOURTH AIRPORT** – Board President to present Resolution 2021/22-13 to endorse a community letter to the Board of Supervisors supporting extension of the Beckwourth airport runway to allow operation of fixed wing fire tanker aircraft.

General Manager Rich McLaughlin explained that members of the community were interested achieving improvements at the Nervino Airport to lengthen the runway to allow for operation of fixed wing fire tanker aircraft. The group is asking local organizations to formalize support of their efforts which would be presented to the County Board of Supervisors.

After a brief discussion it was moved by Director St. Pierre, seconded by Director Kogge to adopt Resolution No. 2021/22-15 endorsing the community effort. Under roll call vote all members present voted in favor.

6. **POLICY 2150 “Reserve Policy”:** Board Vice President to present Policy 2150 “Reserve Policy” for 1st Reading and Discussion

Vice-Chair Seney presented Policy 2150 which had been reviewed and discussed at previous meetings. She requested the Board consider approving the first reading and moving forward with the second reading and approval at the June 15, 2022 meeting.

It was moved by Director St. Pierre, seconded by Director Kogge to approve the first reading of Policy 2150. Under roll call vote all members present voted in favor.

7. **POLICY 4105 “Board Committees”**: Board Vice President to present Policy 4105 “Board Committees” for 1st Reading and Discussion

This item was tabled to the next meeting since the policy was not included in the agenda packet.

8. **POLICY 5010 “Board Meetings”**: Board Vice President to present Policy 5010 “Board Meetings” for 1st Reading and Discussion.

Vice-Chair Seney explained that this policy would be re-numbered to allow for consistency in the policy numbering system, the new number would be 4200. She suggested the Board consider adoption of the policy.

It was moved by Chair Curtis, seconded by Director Kogge to adopt policy 4200 and waive the second reading. Under roll call vote all members present voted in favor.

9. **POLICY 5020 “Board Meeting Agenda”**: Board Vice President to present Policy 5020 “Board Meeting Agenda” for 1st Reading and Discussion.

Vice-Chair Seney presented Policy 5020 for consideration.

It was moved by Director St. Pierre, seconded by Director Kogge to adopt policy 5020 and waive the second reading. Under roll call vote all members present voted in favor.

10. **POLICY 5005 “Water Billing” – First Read**: Board Vice President to present Policy 5005 “Water Billing” for 1st Reading and Discussion.

The water billing policy was presented, Mr. McLaughlin explained that the policy was dependent on approval of the new rates and requested the Board consider approving the first reading and scheduling the second reading and approval for the June 15, 2022 meeting.

It was moved by Vice-Chair Seney, seconded by Director St. Pierre to approve the first reading of policy 5005 and schedule the second reading and adoption for June 15, 2022. Under roll call vote all members present voted in favor.

11. **POLICY 5010 “Sewer Billing” – First Read**: Board Vice President to present Policy 5010 “Sewer Billing” for 1st Reading and Discussion.

The sewer billing policy was presented, Mr. McLaughlin explained that the policy was dependent on approval of the new rates and requested the Board consider approving the first reading and scheduling the second reading and approval for the June 15, 2022 meeting.

It was moved by Vice-Chair Seney, seconded by Director St. Pierre to approve the first reading of policy 5005 and schedule the second reading and adoption for June 15, 2022. Under roll call vote all members present voted in favor.

M REPORTS:

1. **FIELD MANAGER’S REPORT**: Field Operations Update:

Field Manager Skyler Allingham reported that the water system EAR was complete, the power generator grant work was continuing on schedule and the leach field expansion was also moving forward. He thanked the Board for allowing him to attend the CRWA Expo.

Board members thanked Mr. Allingham for his work.

2. **DIRECTORS' REPORTS:** Director Updates:

Vice-Chair Seney reported that she would continue to serve on the CSDA Board for two more years. The CSDA Annual Conference will be held in Palm Springs this August, see encouraged Board members to attend.

Director Bennie reported the process for acquiring a QAV as discussed at the last meeting.

3. **FIRE COORDINATOR REPORT:** Fire Operations Update

Mr. Robinson reported that he was working with Director Bennie on the QAV procurement.

4. **FIREWISE COMMITTEE REPORT:** Nakoma Community Firewise update:

Director Kogge reported that PG&E was providing funding to keep the chipping program going. She also noted that she would be setting up a display at the NCA Annual Meeting.

N **CLOSED SESSION:** Board President to convene a closed session in accordance with Section 54957 for the purpose of discussing the General Manager's performance evaluation.

The meeting was recessed to closed session at 1:25pm

O **RECONVENE AND REPORT IN OPEN SESSION:** Board President to report out on the closed session proceedings.

The meeting was reconvened to open session at 1:46pm. There was no reportable action.

P **ADJOURN:**

The meeting was adjourned at 1:48pm