

**GOLD MOUNTAIN COMMUNITY SERVICES DISTRICT**  
**BOARD OF DIRECTORS**  
**MEETING MINUTES**

**Friday, September 11<sup>th</sup>, 2020 @ 10:00am**

**A CALL MEETING TO ORDER:**

The meeting was called to order at 10:03am

Present Via- Zoom: President Cary Curtis, Vice President: Kathryn Kogge, Board Member Kim Seney, Board Member Marty Heinrich, Financial Director Rene St. Pierre

Present Via- Zoom: General Manager: Rich McLaughlin, Administrative Manager: Tiana Bradley, Assistant General Manager/Lead Operator: Skyler Allingham, Fire Coordinator Bill Robinson & Fire Manager Judy Clot

Absent: None

**B CONSENT CALENDER:**

**Minutes:** Approval of July 17<sup>th</sup>, 2020 Regular Meeting Minutes & August 4<sup>th</sup>, 2020 Special Meeting Minutes

**Warrant Registers:** Approval of July & August 2020 Warrant Registers

Board Member Heinrich made the motion to adopt the "Consent Calendar", Vice President Kogge seconded the motion. **Roll Call:** President Curtis – Yes, Vice President Kogge – Yes, Financial Director St. Pierre– Yes, Board Member Heinrich - Yes Board Member Seney – Yes, Motion Approved

**C PUBLIC COMMENT:**

There was no public comment.

**D OLD BUSINESS:**

1. **POLICY REVIEW COMMITTEE:**

President Curtis provide an update on the CSD policy review committee. She informed the board that the committee that no new progress had been made with their initiatives. The next initiative was to have all Policy Numbers be re-aligned to match CSDA's sample policy book numbers. No further action was required.

2. **EMERGENCY SERVICES STUDY GROUP:**

President Curtis presented for discussion the latest updates on the possible fire agency consolidation. She informed the board that the Study Group's latest discussion centralized around the possibility of disbanding local fire agencies and migrating the fire agencies to form one area wide fire agency. No further action was required.

3. **AMEND POLICY 2020 "VACATIONS":**

Administrative Manager Bradley presented for discussion and action an amendment to District Policy 2020 "Vacations" this amendment included the following alterations: Allowing employees to acquire three weeks of vacation time after five years of service. And lastly, allowing two weeks of accumulated vacation time be postponed into another fiscal year, but no more than the accumulated two weeks.

Financial Director St. Pierre made the motion to waive the 2<sup>nd</sup> reading to Amend Policy 2020 "Vacations". Board Member Seney seconded the motion. **Roll Call:** President Curtis– Yes, Financial Director: St. Pierre – Yes, Vice President Kogge –Yes, Board Member Seney – Absent, Board Member Heinrich – Yes. Motion Approved

4. **LOT 348 ACQUISITION:**

General Manager McLaughlin presented for discussion and action the latest updates on the acquisition of Lot 348 for the future site of the high altitude water storage tank. He informed the board that both he and Board Member Seney as the authorized representatives of the CSD contacted a realtor and submitted an offer to the seller for Lot

348 in the amount of \$40,000 which the seller accepted. General Manager McLaughlin requested the board make a motion confirming the authorized purchase of this property.

Financial Director St. Pierre made the motion to authorize the purchase Lot 348 in the amount of \$40,000. Board Member Seney seconded the motion. **Roll Call:** President Curtis– Yes, Financial Director: St. Pierre – Yes, Vice President Kogge –Yes, Board Member Seney – Absent, Board Member Heinrich – Yes. Motion Approved

**5. RESERVE DESIGNATIONS:**

General Manager McLaughlin presented for discussion the latest updates on the reserve designations for Capital Project Expenditures. He informed the board that all accounts were now open. The electronic fund transfer (EFT) capability had been set up between Reserve Funds and the appropriate Checking Account Fund. \$155,000 had been transferred to Capital Checking account to pay invoices related to Well 36 and 37 development, \$30,000 had been transferred to Operational Checking to cover FY20 infrastructure improvement/repair projects, \$40,000 was pending transfer for the purchase of lot 348. Lastly, \$210,911 was pending for the transfer of Operational to Capital Restricted Reserves – for future Capital projects, Remaining Operational Reserve balance was \$245,102. No further action was required.

**6. COMMITTEE MISSION STATEMENTS:**

President Curtis presented for discussion the latest updates on the establishment of CSD Committee Mission Statements. No further action was required.

**E NEW BUSINESS:**

**1. BUDGET REPORT & FINANCIALS FOR JULY & AUGUST 2020:**

President Curtis made the motion to accept the Budget Comparison & Financial Reports for JULY - AUGUST 2020; Financial Director St. Pierre seconded the motion. **Roll Call:** President Curtis– Yes, Financial Director: St. Pierre – Yes, Vice President Kogge –Yes, Board Member Seney – Absent, Board Member Heinrich – Yes. Motion Approved

**2. DELIQUENCIES REVIEW:**

Administrative Manager Bradley reviewed the 2020/21 delinquency report. As of the 1<sup>st</sup> Quarter ending the overall outstanding Accounts Receivables totaled \$17,167.97 for a total of 31 delinquent accounts. No further action was required.

**3. EXECUTIVE COMMITTEE:**

This item was differed to a later date

**4. LOCAL EMERGENCY SERVICES STUDY GROUP:**

This item was a duplicate entry on the agenda. No action required.

**5. HFT AND FOREST MANAGEMENT INITIATIVES:**

President Curtis presented for discussion the latest the latest updates on the HFT and Forest Management Initiatives. She informed the board that the CSD was in communication with the Nakoma Community Association on treating the Common Area lots. The Nakoma Community Association was in consensus on treating the property.

**F REPORTS:**

**1. GENERAL MANAGER'S REPORT:**

Discussion Item – No Action Required

2. **ADMIN REPORT:**

Discussion Item – No Action Required

3. **FIELD REPORT:**

Discussion Item – No Action Required

4. **DIRECTORS' REPORTS:**

Discussion Item – No Action Required

5. **FIRE COORDINATOR REPORT:**

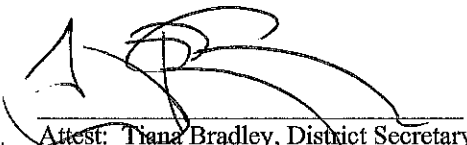
Discussion Item – No Action Required

**G ADJOURN:**

The meeting adjourned at 1:04pm.

These minutes were approved by the Board of Directors of the Gold Mountain Community Services District at the regular Board meeting on December 11<sup>th</sup>, 2020.

  
Cary Curtis, President

  
Attest: Tiana Bradley, District Secretary

