

# Golden West Community Service District

P.O. Box 448, El Dorado, CA. 95623

www.gwcsd.org



## **March 9, 2013- Meeting Minutes for Golden West Community Services District**

**Regular Meeting, held at Fire Station 44**  
**6109 Quartz Dr., El Dorado, CA 95623**

1. The meeting was called to order at 10:39 a.m. Directors present were Ed White, V. Emi Kimura, Rod Repschlaeger and John MacConnell. Secretary Pat McClintock was also present.

2. Approval of the agenda for March 9, 2013 (Feb. meeting cancelled) and meeting minutes for regular meeting of January 12, 2013- The agenda for March 9 and minutes of January 12 were approved by a 4-0 vote.

3. Treasurer's Report- The district has a current balance of \$157,060.88.

Bills were submitted for payment were:

- (A) \$3,566 to All Green Landscape Solutions for weed spraying
- \$13.50 to Mt. Democrat for the amended budget notice
- \$191.62 to Kimura for mileage accrued from June 2012 to March 2013

All expenses and invoices were approved for payment by a 4-0 vote.

A payroll audit from State Fund was just received and needs to be completed by March 15. It will include volunteer hours and names.

B. Amended 2012-2013 Budget- Kimura noted that per the county, mileage reimbursement increased to \$.56-1/2 per mile as of January 1; this is noted in the latest budget. A motion to approve the latest revision was passed 4-0.

### 4. Board Positions-

A. Vacancies- White asked for volunteers for the Board positions and for a General Manager.

Without a General Manager, the district can't administer contracts. The Board requires a treasurer to complete a budget; without an approved budget, no checks can be written. White explained the legal reasons that the Board needs a minimum of 4 members. Sanders talked about General Manager responsibilities and offered to assist a new manager if needed going forward.

B. GWCSO Resignations- White intends to resign on June 30. Kimura has already postponed her resignation, but will stay a short time longer. She would like to help train her replacement.

Rich Englefield and Audrey Keebler said they both intend to submit letters of interest.

### 5. New Business

A. Culvert Dolomite/Galena Repair- The culvert needs to be cleaned out because water is going onto residential property. MacConnell described a plan to dig out the affected area and then use Triple A Pipeline to clear the culvert. He proposed two contracts, one to a local contractor for the

digging, and one to Triple A Pipeline. Sanders noted that many small contractors do not have Workman's Comp insurance and in that circumstance, the district should purchase our own. He also mentions that there are other culverts that could be cleared using the same contract. This would save money if all the work is done in one day. Repschlaeger took an action item to find a contractor that has their own insurance. MacConnell will get an estimate on removing and replacing the existing culvert. This may be discussed further at a special meeting.

#### 6. General Manager's Report

A. 2013 Road Repair- There are no firm plans for work in 2013. There is a large pothole near 6500 Crystal that needs to be repaired. More resurfacing will be needed on Crystal approximately from Mica to 7200 Crystal. Sanders recommends more resurfacing on areas of Crystal.

B. As-needed Contract with Doug VeerKamp- This contract was not executed.

#### 7. Unfinished Business

A. Road Policy Clarification- There will be a special meeting on March 18 to discuss the latest version of the Road Policy submitted by Bernard Carlson. The time and location will be announced.

B. GWCSO Road Maintenance Responsibility- MacConnell distributed a document to the Board that lists the roads that the district is responsible for maintaining. He read the introduction and explained that the district needs a document that defines the roads that we must maintain. A motion to adopt Version 1.3 of the document titled "GWCSO Road Maintenance Responsibilities" as the official scope of roadways and roadway segments maintained by the GWCSO was approved by a 4-0 vote.

8. Correspondence- Rich Englefield is running for the LAFCO board; the district should be getting a ballot for that election.

9. Community Comments- No additional community comments.

10. The meeting was adjourned at 12:00.

#### 2013 Scheduled Regular Meetings

|           |              |
|-----------|--------------|
| April 13  | September 14 |
| May 11    | October 12   |
| June 8    | November 9   |
| July 13   | December 14  |
| August 10 |              |