

**NOTICE OF REGULAR MEETING OF  
THE BOARD OF DIRECTORS  
OF  
Pliocene Ridge CSD**

**Wednesday April 20, 2016 6:30 pm  
Alleghany Firehouse 105 Plaza Court, Alleghany**

**1. ESTABLISH QUORUM, CALL TO ORDER, FLAG SALUTE**

**2. PUBLIC COMMENT** The public may be heard on an item before or during the consideration of any agenda item to be considered by the board, subject to reasonable time limitations for each speaker. Members of the public may address matters under the jurisdiction of the Board of Directors, and not on the posted agenda, provided that no action shall be taken on any item not appearing on the agenda. The Board cannot take action on any unscheduled items unless it is declared by a vote of at least two-third (2/3) of the Board that there is an urgent need to take immediate action, and the need for action came to the attention of the District after the agenda was posted.

**3. INFORMATION/DISCUSSION ITEMS, STAFF &/OR COMMITTEE REPORTS**

- a) Correspondence
- b) Committee/Member/Business Reports:
  - 1. Station 71 Chief's report
  - 2. Station 67 Chief's report
  - 3. Station 71 Auxiliary
  - 4. Station 67 Auxiliary
  - 5. Risk Manager Report
  - 6. Board Member Report
  - 7. Standing Committee Reports
    - Streetlights
    - Budget

**4. ACTION ITEMS:**

- a) Approval of Minutes of March 16, 2016
- b) Approval of Treasurer's report dated March 31, 2016.
- c) Unfinished business:
  - 1. Vacancies on the board Appointment made by BOS, conflict of interest question raised.
  - 2. Wayman Dam Project
  - 3. Public Relations mail-out - website
  - 4. Ongoing bylaws & Policy review and/or update: Firehouse rental policy.
  - 5. Ordinance #1 in effect this month need to develop SOP for billing
  - 6. Alleghany Firehouse Project
  - 7. Pike Firehouse Project

d) New business

- 1. CDF 50/50 grant deadline for application May 6<sup>th</sup>.

**9. ANNOUNCEMENTS**

**10. NEXT MEETING DATE & AGENDA ITEMS**

**11. ADJOURNMENT**

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**MINUTES of the Regular Meeting of the Board of Directors of Pliocene Ridge CSD  
Held Wednesday March 16, 2016 6:30 PM Station 67 100 Pike City Rd. Pike.**

**1. A quorum** was established and the meeting called to order at 6:36 pm by President Wayne Babros. Board members present: Wayne Babros, Daniel Guyer and Bruce Coons. Also present were Pike assistant chiefs Jim Buckbee and Tom Starr and Alleghany assistant chiefs David Arbogast and Ned Cusato, Interim Secretary Rae Bell was present and took the minutes. Pike auxiliary members present: Roland Robertson, Denise Ruane and Gracie Knowles. Flag Salute.

**2. PUBLIC COMMENT:** None.

**3. INFORMATION/DISCUSSION ITEMS**

a) *Correspondence:* Incoming: Letter from The State Controller's office re: delinquent financial transactions report (it was stuck in cyberspace and the auditor took care of it), update from ACWD explaining why their planning project is looking at drilling a well instead of rehabbing the Ram Spring, Request for Cal Fire for copy of insurance for 1991 Ford. Outgoing Thank you letter to Camptonville fire for the donation of the rescue truck.

b) *Committee/Member/Business Reports:*

1. *Alleghany Assistant Chiefs Arbogast and Cusato* reported one medical call since last meeting, patient was transported to the hospital. There was an AED/CPR refresher training held with Pike on Feb. 22<sup>nd</sup>. They have been training on ropes, practicing knots. Alleghany needs more rope equipment, they are working with Jim Buckbee to get a list together.

2. *Pike Assistant Chiefs Buckbee and Starr* reported that they have a new rope winch unit on loan from North San Juan Fire. It has been mounted on the back of the new rescue truck 6740. There was a large water leak in the office due to water following an underground cable and up a pipe that comes up through the floor. There was a bucket in place to catch the drips but it overflowed with the heavy rain.

3. *Station 71 Auxiliary* No report.

4. *Station 67 Auxiliary* They are doing research on the wheelchair ramp project to determine if it will be feasible for them to move forward. There may be an easement issue and they need to track down the neighboring property owner to see if they are willing to work with the dept. They decided not to have a Chili cook-off since there seemed to be little interest. They might have a "Cabin Fever Chili Feed" instead.

Roland talked to the postal service about putting a mail slot at the Pike Firehouse and it can be done as long as the mail carrier can drive-by and drop the mail in without having to get out of the vehicle.

5. *Risk Manager Report:* Daniel Guyer reported that the Loss Prevention Incentive Program application was completed by the deadline and submitted to the insurance company.

6. *Board Members:* Wayne Babros suggested that as a safety measure the seat in the new Pike Rescue truck 6740 should be recovered and rubber mats put on the floor. Possibly this could be taken out of the Pike vehicle fund or we can see if the budget will cover it when the year-end results are in. This might require a budget adjustment.

7. *Standing Committee Reports: Streetlights:* Bruce Coons reported that the lights are back on in Forest City that had been turned off by mistake. There was some question about whether or not the one by the bridge had been shut-off or not, but Bruce was confident that it had. Rae Bell pointed out that the one near her house is still on.

*Budget Committee:* Needs to meet in May.

#### **4. ACTION ITEMS**

a) *Approval of regular meeting minutes dated 2/17/16* Moved to approve as read by Daniel Guyer 2<sup>nd</sup> by Bruce Coons. **Motion passed: 3 Ayes, 0 Nays, 0 Absent, 0 Abstain, 2 Vacant.**

b) *Approval of treasurer's report dated 2/29/16.* Moved by Daniel Guyer 2<sup>nd</sup> by Bruce Coons. **Motion passed: 3 Ayes, 0 Nays, 0 Absent, 0 Abstain, 2 Vacant.**

#### **c) *Unfinished Business***

On the Wayman Dam Project it was reported that it has been overflowing for three days even with the bottom open. Roland Robertson reported that he spoke to Bill Adasiewicz for an update and Bill said that he is working on a drawing of the project for Heather of the Forest Service. The proposed project needs to be under 1 acre in size.

On the Public Relations mail-out and website project Rae Bell reported that upon doing further research she would like to recommend that the board approve registration of a domain name that the district would own. She estimated that would cost from \$8.00 to \$16.00 per year. This would ensure the district has the option to move to a different server without having to change the domain name. A motion to register PlioceneRidge.org was made by Bruce Coons, 2<sup>nd</sup> Daniel Guyer. **Motion passed: 3 Ayes, 0 Nays, 0 Absent, 0 Abstain, 2 Vacant.**

She also reported that the new website has been started and that she can't do the mail-out until the website goes public. She has had very little time to work on it, but hopefully by the next meeting it will be done.

The Conflict of Interest code was reviewed with an eye towards eliminating any extra reporting other than what the State Requires on Form 700. (Attached to these minutes) Motion to make the changes made by Bruce Coons, 2<sup>nd</sup> Daniel Guyer. **Motion passed: 3 Ayes, 0 Nays, 0 Absent, 0 Abstain, 2 Vacant.**

Regarding the Alleghany Firehouse Project Rae Bell reported that she had not spoken to Faris about possibly using his excavator for the drainage project.

The Pike Firehouse Project was covered under the auxiliary report.

#### **d) *New Business***

Regarding signage for Alleghany Station 2, Ned Cusato volunteered to work on ordering two signs, one to face Miners Street and one for above the bay doors. They will be made of reflective red metal with white reflective letters: Alleghany Volunteer Fire Dept. Station 2. Estimated cost \$200 each to be covered with the Alleghany Firehouse budget line item.

It was also noted that this is a prime time to work with PG&E on getting more space for pulling in and out of the bay doors at Station 2 before they rebuild the new transfer station. Ned said that he had spoken to a PG&E rep about it awhile ago. Rae requested contact info. so that she can follow-up.

Regarding the March 22<sup>nd</sup> Alleghany County Water District Public Hearing for a rate change proposal: It was pointed out that because the firehouse already pays \$40 per month and usually uses under 100 gallons per month, the cost increase will be very minimal, less than fifty cents a month. No action was taken.

PRCSD recently became aware that three board members does NOT constitute an entire board when there are two vacancies as was previously thought. Under these circumstances the entire board is needed in order have a majority vote. The following decisions were made without a full quorum.

Voted on at the 8/19/15 meeting (Daniel Guyer absent)

Approval of minutes from 7/15/15 and treasurer's report dated 7/30/15

Motion to move \$2,400 to contingency fund for FY ended 6/30/15

Voted on at the 9/16/15 meeting (Wayne Babros absent)

Approval of minutes from 8/19/15 and treasurer's report dated 8/31/15

Motion to pass budget for FY 15/16

Resolution #15-062 for CDF grant

Motion to re-affirm the above decisions made by Bruce Coons second by Daniel Guyer.

**Ayes: 3 Absent: 0 Vacant: 2 Abstain: 0**

### **NEXT MEETING AGENDA ITEMS**

#### **ANNOUNCEMENTS (reminders)**

The Layperson First Aid/CPR class is still scheduled for April 23<sup>rd</sup>. So far eight people have signed up.

Alleghany County Water District is hosting a Board Roles and Responsibilities workshop on May 3<sup>rd</sup>. RSVP by April 15<sup>th</sup>. The public is welcome to attend.

**ADJOURNMENT:** There being no further business before the board the meeting was adjourned at 7:20 PM

Respectfully submitted,

Rae Bell Arbogast  
Interim Secretary



**Pliocene Ridge Community Services District**

Serving the Communities of Alleghany, Forest City, and Pike City  
 100 Pike City Road  
 Pike City, CA 95960

**Treasurers Report cut off date: March 31, 2016**

**Beginning Checking Account Balance \$ 481.34**

**Deposits**

Budget Line #	Date	From:	For:	Amount
	3/2	Savings	transfer	\$ 1,000.00
<b>Deposits Total</b>				<b>\$ 1,000.00</b>

**Expenditures**

Budget Line #	Ck #	Date	To:	For:	Amount
	2370	3/15	AT&T		\$ 33.14
6172.2				Phone Alleghany	\$ 16.80
6172.3				Phone Pike	\$ 16.34
	2371	3/15	Brown's Gas Co.	Propane Alleghany	\$ 390.26
	2372	3/15	The Mountain Messenger	Publication of ord. #1 50% discount	\$ 90.00
	OL	3/25	PG&E		\$ 576.22
6170.2				PG&E Alleghany	\$ 91.69
6170.3				PG&E Pike	\$ 97.13
9171.4				Streetlights - Forest	\$ 21.89
9170.4				Streetlights - Alleghany	\$ 365.51
	EFT	3/20	Credit Card	Supplies Pike and Alleghany	\$ 122.98
<b>Expenditures Total</b>					<b>\$ 1,212.60</b>

Chief 71 Card	\$ 29.01
	\$ 29.01

**Ending Checking Account Balance \$ 268.74**

**Starting Savings account balance \$ 24,241.42**  
 transfer to checking \$ (1,000.00)  
 interest earned \$ 1.76  
 transfer to FUNDS  
**Ending Savings Account Balance \$ 23,243.18**

**Balance on Prepaid Cards \$ 29.01**

**General Fund (accounts listed above) Total \$ 23,540.93**

**Reserve account Starting Balance \$ 30,110.60**  
 interest earned \$ 2.25  
 transfer to checking

**Reserve account Ending Balance see reverse for details \$ 30,112.85**

**Total ALL FUNDS \$ 53,653.78**

**Reserve BALANCES**

Unallocated	Contingency Fund	\$ 10,500.00
Allocated	Streetlight Fund	\$ 1,768.44
Allocated	PCVFD Building Fund	\$ 7,209.39
Allocated	PCVFD Vehicle Fund	\$ 2,836.34
Allocated	AVFD Building Fund	\$ 695.26
Allocated	AVFD Vehicle Fund	\$ 7,096.70
	Interest earned	\$ 6.72
	<b>Total Funds</b>	<b>\$ 30,112.85</b>