

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

**Wednesday May 18, 2016 6:30 pm
Pike City Firehouse 100 Pike City Rd. Pike**

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 April 20, 2016
- b) Approval of Treasurer's report dated April 30, 2016.
- c) Unfinished business:
 - 1. Wayman Dam Project
 - 2. Public Relations mail-out - website
 - 3. Ongoing bylaws & Policy review and/or update: Firehouse rental policy, tort claims.
 - 4. Alleghany Firehouse Project Work party scheduled for June 4th
 - 5. Pike Firehouse Project
 - 6. CDF grant application status – application submitted 5/2/16
- d) New business
 - 1. CSDA ballot for changes to their by-laws
 - 2. Adopt preliminary budget
 - 3. Rae Bell's contract renewal (ends June 30th)

9. ANNOUNCEMENTS

10. NEXT MEETING DATE & AGENDA ITEMS

11. ADJOURNMENT

Upon request, Agendas will be made available in alternative formats to accommodate persons with disabilities. Please make your request to District Secretary, 100 Pike City Rd, Pike CA 95960 specifying your disability and the format in which you would like to receive this Agenda and future Agendas as well.



Pliocene Ridge Community Services District
100 Pike City Road
Pike City, CA 95960

NOTICE

BUDGET COMMITTEE

&

SAFETY MEETING

WEDNESDAY MAY 18TH

STARTING AT 5:30 PM AND GOING TO 6:30 PM

**AT THE PIKE FIREHOUSE
100 PIKE CITY ROAD
PIKE**



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: April 30, 2016

				Beginning Checking Account Balance	\$ 268.74
Deposits					
Budget Line #	Date	From:	For:		
	4/14	transfer from savings		\$	2,000.00
	4/30	transfer from savings		\$	2,000.00
				Deposits Total	\$ 4,000.00
Expenditures					
Budget Line #	Ck #	Date	To:	For:	
	2373	4/18	AT&T		\$ 32.82
6172.2				Phone Alleghany	\$ 16.28
6172.3				Phone Pike	\$ 16.54
8301	2374	4/18	Banner Communications	Radio batteries Pike	\$ 432.50
7660 & 8660	2375	4/18	Bound Tree Medical	medical supplies 7150 and 6740 split 50/50	\$ 156.85
	2376	4/18	Rae Bell Arbogast		\$ 292.00
8630				reimburse DMV for 6740	\$ 22.00
6270.1				3rd quarter bookkeeping	\$ 270.00
8630	2377	4/18	Riebies Auto	6770	\$ 248.69
6275.1	2378	4/18	Streamline	monthly web fee	\$ 25.00
	OL	4/25	PG&E		\$ 592.39
6170.2				PG&E Alleghany	\$ 81.48
6170.3				PG&E Pike	\$ 120.61
9171.4				Streetlights - Forest	\$ 22.06
9170.4				Streetlights - Alleghany	\$ 368.24
	EFT	4/16/16	Credit cards		\$ 151.99
			Amazon	Pike	\$ 98.19
6295.3			Harbor Freight	Station 67	\$ 32.24
6275.1			go daddy	domain registration	\$ 16.16
6295.3			B&C	Station 67	\$ 5.40
8630	2379	4/20	Reibies Auto		\$ 87.74
8350	2380	4/20	Sierra County Public Works	Fuel Pike	\$ 70.74
293	6275.1	4/20	Postmaster	public relations mail-out	\$ 94.00
				Expenditures Total	\$ 2,203.26
				Ending Checking Account Balance	\$ 2,065.48
				Starting Savings account balance	\$ 23,243.18
				transfers to checking	\$ (4,000.00)
				interest earned	
				transfer to FUNDS	
				Ending Savings Account Balance	\$ 19,243.18
				Balance on Prepaid Cards	\$ 29.01
				General Fund (accounts listed above) Total	\$ 21,337.67
				Reserve account Starting Balance	\$ 30,112.85
				interest earned	
				transfer to checking	
				Reserve account Ending Balance see reverse for details	\$ 30,112.85
				Total ALL FUNDS	\$ 51,450.52

Chief 71 Card	\$ 29.01
	\$ 29.01

**MINUTES of the Regular Meeting of the Board of Directors of Pliocene Ridge CSD
Held Wednesday April 20, 2016 at Station 71 105 Plaza Court Alleghany.**

1. A quorum was established and the meeting called to order at 6:30 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 chief David Arbogast, Interim Secretary Rae Bell was present and took the minutes. Alleghany auxiliary members present Bob Hale, Burns & Vickie Tenney; Pike auxiliary members present: Roland Robertson, Denise Ruane and Gracie Knowles. Sierra County DA Larry Allen was also present. Flag Salute.

A motion was made to move item C1 Board Vacancy to the beginning of the agenda and to add a new item to the agenda under “new business” letter of support for AB 2613 by Bruce Coons, 2nd Daniel Guyer **Motion passed: 3 Ayes, 0 Nays, 0 Absent, 0 Abstain, 2 Vacant.**

Larry Allen administered the oath of office to newly appointed board member Gracie Knowles. (Appointed by the Sierra County Board of Supervisors on April 5, 2016.)

2. PUBLIC COMMENT: None.

3. INFORMATION/DISCUSSION ITEMS

a) Correspondence: Incoming: Letter from Golden State Risk Management Authority providing the estimated contribution for FY 16/17 in the amount of \$4,293. Letter from Sierra County about a project to thin hazardous fuels along Ridge Road utilizing labor from the Calif. Cons. Core; and expected traffic delays through the month of May. Letter from the Sierra County Clerk-recorder requesting an updated board roster, Letter from the Sierra County Firesafe council about the chipping program, request from Golden State Risk Management Authority for training and risk management documentation. **Outgoing** Revised Conflict of Interest code sent to the Sierra County Board of Supervisors for approval, Letter of appreciation to retiring District Ranger Rob Noxon for his many years of service.

b) Committee/Member/Business Reports:

1. *Alleghany Assistant Chief Arbogast* reported one non-transport medical call since last meeting. There was a Red Cross Oxygen Administration and Bloodborne pathogen training held at the Pike Firehouse on April 18th with attendance from Pike, Alleghany and Camptonville fire depts. The Alleghany auxiliary will be funding 50% of the CDF grant to purchase 11 new paigers for Alleghany. One paiger will be purchased in advance to verify that it works well before purchasing 11 because of poor performance with the paigers bought for Pike on last year’s grant.

2. *Pike Assistant Chiefs Buckbee and Starr* reported that they have already responded to two wildland fires one in North San Juan and one in Camptonville. The one in Camptonville was caused by landowners who were clearing land and burning whole trees in place. There is a Yuba River Chiefs meeting scheduled for this coming Friday in Camptonville. Tom Starr reported that they have been having problems with contractors leaving vehicles at the Pike Firehouse and they are going to put up some signage to prevent this.

3. *Station 71 Auxiliary* They recently completed their membership drive and are collecting nominations for their annual election.

4. *Station 67 Auxiliary* They had a vacancy that was filled by Rayette Ringle. They were contacted by the Sierra County Growers association on the 13th or 14th about possibly using the Pike firehouse for a meeting on the 18th which was deferred to the district. As it turned out there was already a training scheduled for that evening at the Pike Firehouse.

5. *Risk Manager Report:* Need to schedule OSHA trainings as discussed in November.

6. *Board Members:* None

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 and the bill is still reflecting only two lights in Forest City she will provide a copy of the most recent bill to Bruce.

Budget Committee: Scheduled to meet May 18th at the Pike Firehouse at 5:30 before the Safety meeting which is scheduled for 6pm. A year-to-date budget to actual comparison was provided and it was noted that the district is doing OK and the year is almost over.

4. ACTION ITEMS

a) *Approval of regular meeting minutes dated 3/16/16* Moved to approve as read by Daniel Guyer 2nd by Bruce Coons. **Motion passed: 4 Ayes, 0 Nays, 0 Absent, 0 Abstain, 1 Vacant.**

b) *Approval of treasurer's report dated 3/31/16.* Moved by Bruce Coons 2nd by Gracie Knowles. **Motion passed: 4 Ayes, 0 Nays, 0 Absent, 0 Abstain, 0 Vacant.**

c) *Unfinished Business*

On the Wayman Dam Project Roland Robertson reported that he spoke to Bill Adasiewicz for an update and Bill said that he is still working on the drawing of the project. They have three locations to put the material once it is dug out of the reservoir. There was a question as to whether or not the fire dept can draft out of the reservoir now and the answer was "yes" there is a small area on the road that is accessible for drafting. Also, Kai Sorlien has given the dept. permission to draft from his pond which feeds into Wayman Dam.

On the Public Relations mail-out and website project Rae Bell reported that she has had very little time to work on the website but it should be public this week. Plioceneridge.org (caps and lower case do not matter for web or email addresses, they are interchangeable)

A review of the district's firehouse rental policy was prompted by the recent request to use the Pike firehouse. It was noted that the district's insurance company prefers that the policy require a certificate of insurance from the rentor. It was decided that a committee should be formed to work on this. Roland Robertson volunteered to head up the committee with Risk Manager Daniel Guyer, Gracie Knowles and Bob Hale as the other members. Rae Bell will forward several sample policies to Roland.

It was noted that Ordinance #1 for billing non-residents is now in effect and that the Run Sheets that are already in use are adequate for collecting billing information. The assistant Chief's were urged to give the firefighters a head's up about this at their next training.

Regarding the Alleghany Firehouse Project a work party was scheduled for Saturday June 4th. Rae Bell mentioned that it would be good to move the propane tank further from the building and since the district is looking at switching propane companies this would be a good time to do it. Bob Hale volunteered to take some measurements and see if the setback requirements from the road can be met.

Ned has ordered the new signs for Station 2.

Regarding The Pike Firehouse Project Roland reported that he got hold of the neighboring property owner and they want to see where the easement would be before they decide if they are willing to grant an easement. He noted that the way to proceed is to build the ramp first then build the road so as to ensure that the elevation of the road comes out right. The retaining wall will be less than three feet tall and extend 5 to 6 feet. He thinks he can get materials donated and has volunteers with the right expertise to help come up with a cost, once that is determined they will see what they can do as far as fundraising and/or possibly a grant to cover the cost.

d) New Business

A motion was requested to apply for the CDF grant in the amount of \$5,627.50 with a total project cost of \$11,255: Pike is purchasing 4 wildand shelters for \$500 and a slide-in water tank for their new rescue truck for \$3,920 with the Pike auxiliary covering \$2,960. Alleghany is purchasing 11 paigers at a total cost of \$5,335 with the Alleghany auxiliary covering \$2,667.50 Motion made by Gracie Knowles 2nd by Daniel Guyer **Motion passed: 4 Ayes, 0 Nays, 0 Absent, 0 Abstain, 0 Vacant.**

Regarding AB 2613 letters of support are needed ASAP. This is a proposed bill being sponsored by the Calif. Special District's Assoc. which would lower the audit requirements on Special Districts with budgets under \$150,000. It was noted that some small districts pay as much as 30% of their budget to fulfill the annual audit requirement. A motion to send the letter of support was made by Daniel Guyer, 2nd by Gracie Knowles. **Motion passed: 4 Ayes, 0 Nays, 0 Absent, 0 Abstain, 0 Vacant.**

NEXT MEETING AGENDA ITEMS

ANNOUNCEMENTS (reminders)

Potluck?? ^{Pike} Cemetery Clean-up ? Potluck 5/14/16

The budget committee and safety committee will meet prior to the next regular meeting in Pike on May 18th.

Alleghany County Water District is hosting a Board Roles and Responsibilities workshop on May 3rd. The public is welcome to attend.

ADJOURNMENT: There being no further business before the board the meeting was adjourned at 7:30 PM

Respectfully submitted,