

TIMBER COVE COUNTY WATER DISTRICT

Regular Meeting

December 10, 2016

Fort Ross School- Purpose Room

1:02pm – 3:46pm

PRESENT: John Rea (JR), John Howland (JH), Fred Leif (FL), Lorrie Uribe (LU), Tom Giacinto (TG) Kendra Stillman (KS) administrator. **GUESTS:** Joe Gowen (JG), Cathy Schezer (CS), Kris Kilgore (KK), Margaret Grahame (MG), Ron Case (RC), Anne Vernon (AV), Chris Feddersohn (CF), Diane Feddersohn(DF) **Call to Order, 1:02 PM**

- 1. Call to Order 1:02 pm**
- 2. Approval of Agenda:** (LU) Moves (JH) Second all ayes
- 3. Acceptance of Resignation -Robert Ferguson** (LU) moves, (JH) second; Vote: all ayes. (JH) Proposes a letter to be sent to Robert Ferguson thanking him for the work that he has done for TCCWD.
- 4. Appointment of New Director:** Margaret Graham, Chris Feddersohn and Tom Giacinto apply for the vacant board position.
(MG) Speaks of her interest in becoming a board member to improve the relationship TCCWD has with Timber Cove Resort (CF) Speaks of his technical background and how he would be an asset to TCCWD for future projects. (TG) Speaks of his experience with the TCCWD. The board votes by ballot, Tom Giacinto is appointed the new board member. General discussion on how to include all the interested parties that would like to be on the board, such as expanding the number of seats on the board, comities, and board member alternates.
- 5. Board Re-organization:** (LU) is nominated Board President by (JH), (JR) seconds. Vote: all ayes. (JH) nominates (TG) to be secretary (LU) seconds all ayes.
- 6. President's Report:** (LU) Introduces himself, sees himself as a moderator. That TCCWD should look for transparency, his interest is for the community at large.
- 7. Announcements-** (KS) Public Hearing to be held on December 17, 2016 to discuss next year's budget.
- 8. Correspondence-** (KS) Anne Vernon sent an e-mail with concerns about late fees. Dennis Koci sent an e-mail with concerns about the late fees. Tom Giacinto sent an e-mail with concerns about TCCWD policy regarding leak credits.
Out of order (KK) Proposes changes to Regulations 19 & 20
- 9. Approval of Minutes –**
September 10, 2016 Minutes (JH) Moves to approve September minutes, (LU) seconds, all ayes.
October 6, 2016 Minutes (JH) Moves to approve October minutes (JR) seconds. Vote: all ayes.

10. Committee Reports

10.1 Fire Abatement

- A. Joe Gowen abatement update** (JG) There have been 66 violations, 44 have responded positively, 22 have not responded, 3 are pending. (CS) She has a lot of positive feedback from people after calling them in regards to their Fire Abatement violations. Discusses timing for response for Fire Abatement Violations. (JR) Volunteers to be the contact person from the TCCWD board for Fire Abatement.
- B. Matt Greene – Funding for Forest Management Plan Update** (JR) Discusses work done with Matt Greene in regards to TCCWD receiving grants, most grants are available at the beginning of the year.
- C. Grant for lot clearing** (JR) Grants could be used to offset the cost of TCCWD projects, such as Fire Abatement, clearing the roads and lot clearing. Discusses the intention to help the community with Fire Abatement efforts. (TG) Discusses the Fire Abatement efforts that have been done in the past, grants received and work that had been done. Suggests that Fire Abatement Resolution be written into the Standing Rules and Regulations.

10.2 Treasurer's Report-No treasurer's report

10.3 Payment of Bills- (JH) motion to pay bills (LU) second, all ayes.

10.4 General Manager's Report

- A. Operation's Report**- has had great success with volunteers to help with projects. There is a need for someone to volunteer to coordinate volunteers. There is a need for volunteers to help with the median income survey. ISO survey has been completed and Timber Cove should receive a new fire insurance rating within 5 months. The 2015/2016 audit is still pending. The designs for TP1 upgrade project is almost complete. (CS) General discussion about increase use of holding tanks for rainwater catchment. (MG) Discusses how the TCCWD can educate the community about how homeowners can reduce their reliance on TCCWD water.

11. Old Business:

11.1 Project Manager Report

- A. Report on meeting with TCR** (KK) reports that it was a cooperative meeting, TCCWD wants to sell TCR water. (MG) Intends to inform the TCCWD about increases in the TCR water usage and to offset the use of TCCWD water with water from wells. TCR has produced a report to anticipate water demands.
- B. All other project reports**- (KK) TCCWD needs to replace small transite pipe, this will require excavating the pipe, (KK) would like to hold a meeting to inform the public about the excavation.

11.2 Website – Project Update & proposed content (KS) Proposes maps be included on the website. The tentative date for ICloud kickoff for online bill pay is February 2, 2016. General discussion about online bill pay.

12. New Business

- 12.1 Formal of acceptance of Feddersohn and Gianni leak payment plan.** – Discussion about possible payment plan from the Feddersohn. (JR) States that all payment plans for leaks or nonpayment be in writing. General discussion about the logistics of smart meters. Acceptance of payment plans tabled until next meeting.

12.2 Adoption of Resolution No. 2016-007: Establishing spending authority of the General Manager. Potential Board Actions: The Board may approve Resolution No. 2016-007 to establish standing authorization for the General Manager to spend District funds without prior Board approval. (JH) moves, (TG) seconds. Vote: (LU), (JR), (JH), (TG) ayes: (FL) abstain.

12.3 Budget discussion- There will be a Public Hearing to discuss the budget 12/17/2016

12.4 Discussion about repair of water main line leak on Timber Cove Road. (JR) There was a leak in a pipe on Timber Cove Road, a 3" feedline from the pressure pump, schedule 40, cracked at the bell. The leak was observed and Piazza identified the location and fixed the leak.

12.5 Status of Lyon's Court ADA- bathroom septic system- (JH) TCCWD requires proposal from Michael Hallet for ADA design. General discussion about Porta Potty upgrade for Lyon's Court Office. (JR) States that HOA should be included in the cost of the Lyon's Court Office maintenance and upgrades. (JH) Sonoma County is reviewing the permits for septic system

12.6 Review of Regulation 19-Billing & Late fees & Regulation 20 Termination, Disconnection, etc.- (LU) There is some changes that need to be made to Regulation 19 & 20, it needs to be reviewed by TCCWD's lawyers.

12.7 iCloud- Status Update- (KS) Tentative kickoff date for iCloud online bill pay is February 2, 2016.

12.8 State Intention to add Board Members as signatory to Rabo Bank accounts- (JH) Moves the board to make Lorrie Uribe and Tom Giacinto signatories for TCCWD bank accounts with Rabo Bank, (JR) seconds. Vote: (JR), (JH), (TG), (LU) ayes, (FL) abstain. (JR) The TCCWD's credit card with Rabo Bank in in Brian Todd's name and should be transferred to the Board President, Lorrie Uribe.

12.9 Other

13 Public Comment

(AV) Recommends that when the board votes in board members that the board refrain from voting in the same few people, that different members of the community could better represent the whole of the Timber Cove community. (TG) States that he has experience and expertise to carry out TCCWD projects. (CF) Recommends that new members of the community be included on the board. (JH) States that (TG) has history and ability to make progress with the TCCWD projects. (MG) Discusses that the TCCWD General Manager can provide the expertise to move forward with projects and that not be a requirement for the board. (JH) States that TCCWD, now does not have a general manager. General discussion about making the TCCWD board, a seven-member board. General discussion about the scope and duties of the TCCWD board. (CF) Recommends that the board hire a general manager. (DF) Questions appropriation of TCCWD funds. (MG) Discusses infrastructure and water costs. (TG) States that (KK) has spent a lot of time on funding from grants for infrastructure costs.

14 Setting of Agenda, Time & Place for Next Meeting: The Agenda for the next meeting is set. The next meeting will be held January 14, 2017 at 1pm at the Fort Ross School, Jenner

Adjournment (JH) moved to adjourn the meeting. The motion was seconded by (JR). All ayes. Meeting adjourned at 3:46pm

Approved February 11, 2017

Secretary _____