

Golden West Community Service District  
P.O. Box 448, El Dorado, CA. 95623  
www.gwcsd.org



**September 12, 2015- Meeting Minutes for Golden West Community Services District**  
**Regular Meeting, held at Fire Station 44**  
**6109 Quartz Dr., El Dorado, CA 95623**

1. Call to Order/Roll Call – President MacConnell called the meeting to order at 10:30 a.m. Board Members present were Ken Hasse, Diana Kaighn, Connaught Lindberg and John MacConnell, constituting a quorum. Director Audrey Keebler joined the meeting at 10:31 a.m., prior to consideration of any action. General Manager Ed White, District Engineer George Sanders, Board Consultant Hope Leja and Secretary Marc Regelbrugge were also present.

2. Approval of Agenda –Hasse moved to approve the agenda as written. Keebler seconded. The motion passed 4-1 with MacConnell, Hasse, Keebler and Lindberg in favor, and Kaighn against.

3. Consent Calendar –Kaighn moved to remove item (c) from the Consent Calendar for separate consideration, and to approve the remaining items on the Consent Calendar. Hasse seconded. The motion passed 4-1 with MacConnell, Hasse, Kaighn and Lindberg in favor, and Keebler against.

Discussion moved to item (c). Following Kaighn’s questions as to specifics of items listed on Girard & Edwards’ invoice, MacConnell requested that further discussion of this item be deferred to item 8. Kaighn agreed.

4. General Managers Report – The General Manager reported on the following items:

- a) A proposal was received from Joe Vicini, Inc. in the amount of \$18,685 to pave the Crystal Curve ditch, improve the drainage grade at the fire hydrant in the curve, and install an asphalt concrete (AC) dike on the inside edge of the curve. Work to complete paving District encroachments onto Crystal Boulevard was quoted additionally. Keebler moved to approve contract 2015\_Aug\_8\_Crystal\_Curve-2 in an amount not to exceed \$25,000. Hasse seconded. The motion passed unanimously (5-0).
- b) Lindberg moved to instruct the General Manager to print copies of the third draft of the Letter to Residents regarding culvert maintenance responsibilities in a

quantity to be determined by the General Manager. Keebler seconded. The motion passed unanimously (5-0).

- c) The General Manager reported on an issue at 6021 Manganite, involving potential blockage of a District culvert running under the road by a property owner's encroachment. The General Manager had a contractor locate the District's culvert, which appeared to terminate under the property owner's driveway structures. The Board's consensus was to pay the bill for locating the terminus of the culvert, and to work with the property owner to resolve the issue.
- d) White noted that many documents that should be in long-term archival storage, pursuant to the District's Document Retention Policy, have not yet been handed over for filing. The Board requested the General Manager to solicit production of these documents for the archive via e-mail to Board members, and indicated that the Board would respond with the documents to be archived.

5. Public Hearing Final GWCS D 2015-2016 Budget – Hasse moved to approve Resolution 15-06 adopting a final budget for the 2015-2016 fiscal year in the amount of \$473,904. Keebler seconded. The motion passed unanimously (5-0).

6. October Meeting Date/Time – Keebler moved to change the scheduled October 17<sup>th</sup> Special Meeting to a Regular Meeting on October 10<sup>th</sup> at 9:00 a.m. Hasse seconded. The motion passed 4-1 with MacConnell, Keebler, Hasse and Lindberg voting in favor, and Kaighn voting against.

7. New Ordinance 5: Culvert and Roadway Maintenance and Repair – Hasse moved to schedule the first public reading of Ordinance 5, addressing culvert maintenance and repair, for the District's October 10<sup>th</sup> Regular Meeting. Lindberg seconded. The motion passed unanimously (5-0). The Board further directed the General Manager to publish a public notice of the reading at least two weeks before the Regular Meeting in the *Mountain Democrat*.

8. Legal Matters – (a) Lindberg reported on communication from District Counsel to the Board and to Attorney James Brunello. (b) Lindberg reported on upcoming events in the case in which the District is named as a cross-defendant, and moved to direct District Counsel to attend the case's Management Conference by telephone on September 14<sup>th</sup>. Hasse seconded. The motion passed 4-1 with MacConnell, Keebler, Hasse and Lindberg voting in favor, and Kaighn voting against.

(c) Kaighn moved to remove item 8(c) from the agenda. The motion failed for lack of a second. Hasse moved to continue to retain Girard and Edwards as District Counsel. Keebler seconded. The motion passed 4-0 with MacConnell, Keebler, Hasse and Lindberg voting in favor, and Kaighn abstaining.

(d) The Board requested Lindberg to provide the letter from Girard and Edwards affirming their billing rates for the remainder of the present litigation to the general Manager for filing.

Discussion returned to the deferred item, 3(c) Approval of Bills. Keebler moved to approve the bills as submitted for payment. Hasse seconded. The motion passed unanimously (5-0).

9. Bylaws Committee Report – MacConnell noted that the meeting was nearing its time limit. Hasse moved to table agenda items 9-16 indefinitely. Keebler seconded and the motion passed unanimously (5-0). Hasse also moved to hold a Special Meeting to work down the Board’s docket beginning at 9:00 a.m. on October 17<sup>th</sup> at Station 44 on Quartz Drive in El Dorado. Keebler seconded. The motion passed unanimously (5-0), resulting in this agenda item being tabled indefinitely.

10. Financial Report – Following a motion duly made, seconded and adopted as described under item 9, this item was tabled indefinitely.

11. Agenda Preparation by Consultant – Following a motion duly made, seconded and adopted as described under item 9, this item was tabled indefinitely.

12. Template Reimbursement Form – Following a motion duly made, seconded and adopted as described under item 9, this item was tabled indefinitely.

13. Website Upgrade – Following a motion duly made, seconded and adopted as described under item 9, this item was tabled indefinitely.

14. California Uniform Public Construction Cost Accounting Act – Following a motion duly made, seconded and adopted as described under item 9, this item was tabled indefinitely.

15. Correspondence – Following a motion duly made, seconded and adopted as described under item 9, this item was tabled indefinitely.

16. Director Reports – Following a motion duly made, seconded and adopted as described under item 9, this item was tabled indefinitely.

17. Open Public Forum – District Engineer Sanders indicated he had submitted a letter of resignation to the Board. He further expressed interest in helping the District develop a Capital Improvement Plan to guide long-term budgeting and scheduling of road and drainage improvements in the District.

18. Adjournment – Hasse moved to adjourn. Keebler seconded. The meeting was adjourned by unanimous (5-0) vote at 1:23 p.m.

Respectfully Submitted,

Marc Regelbrugge  
GWCSO Secretary

Attachments:

none