

Golden West Community Services District

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

gwcsd.org



Regular Meeting Minutes GWCSB Board of Directors

Saturday December 9, 2017

Fire Station #49, 501 Pleasant Valley Rd., Diamond Springs

1. **Call to Order/Roll Call: Meeting started at 9AM, Roll was taken:** President John MacConnell, Director/ Financial Officer Audrey Keebler, Director Diana Kaighn, Director Connaught Lindberg, General Manager Ed White, Consultant Hope Leja. **All were present and accounted for.**
- 1a. **Appointment of Acting Secretary**
The Board will appoint an acting secretary for this meeting or a permanent secretary if there is a volunteer. Temp. Secretary Kathy White will take minutes.
No Board Action required.
2. **Approval of Agenda**
Agenda approved, motion made by Director Kaighn, Seconded by Director Keebler.
Passed 4-0
3. **Consent Calendar**
 - a. **Approval of Minutes:** Minutes of Regular meeting of GWCSB, November 11, 2017.
 - b. **El Dorado County Financial Reports:** Accepted as presented from County November 2017
 - c. **Approval of Bills From:** November 2017Consent Calendar approved, motion made by Director Kaighn, Seconded by Director Keebler, Passed 4-0
4. **Discussion of GWCSB Options Given Continued Public Apathy Regarding Board Service**
President MacConnell gave a brief history of GWCSB. Then gave the ups and downs of how it could affect the residents if the CSD were to go to an HOA or nothing at all.
No Board Action required.
5. **2017 Revised Bylaws**
Director Kaighn gave an explanation of the new edits of the Bylaws.
Motion made to approve revised Bylaws by Director Keebler, Seconded by Director Lindberg, Passed 4-0
5a. Resolution #1705 to pass Revised Bylaws. Motion made by Director Keebler, Seconded by Director Lindberg, Passed 4-0
6. **Discuss and Possibly Change to a Quarterly Meeting Schedule**
A discussion of pros and cons to move the CSD to a Quarterly meeting schedule.
Some special meetings will have to be held to move along projects for the GM. The financial Officer has reviewed schedule to coincide with required County requirements and

the quarterly meeting dates. Motion to move to Quarterly Meetings, made by Director Keebler, Seconded by Director Kaighn, Passed 4-0

7. GWCSO Regular Board meeting Schedule for 2018

The New Quarterly Board meeting schedule for 2018 as seen below.

March 10, 2018	10:30 AM	Station 49-Diamond Springs Fire Station
June 9, 2018	10:30 AM	Station 44-El Dorado Fire Station
September 8, 2018	10:30 AM	Station 44-El Dorado Fire Station
December 8, 2018	9:00 AM	Station 49-Diamond Springs Fire Station

Motion to accept the new Quarterly Meetings dates, made by
Director Keebler, Seconded by Director Kaighn, Passed 4-0

8. General Managers Report: General Manager White will discuss the following 2018 Projects:

a. Weed Abatement

GM submitted a bid from All Green Landscape for weed spraying. \$5,213.00.

A motion to have weed spraying done and not to exceed \$6,000.00,
by Director Keebler, and seconded by Director Kaighn, Passed 4-0

b. Tree Trimming Along District Roads

GM White asked for tree trimming on the CSD roads a height of 12'x2'x2',
an estimate of \$5,000.00.

A motion was made by Director Keebler for tree timing not to exceed \$5,000.00,
was seconded by Director Lindberg. Passed 4-0

c. Ditch Cleaning and Shaping

GM White asked for ditch cleaning and shaping for the CSD roads.

An estimate of \$20,000.00.

A motion was made by Director Kaighn for ditch cleaning and shaping
not to exceed \$20,000.00 , and seconded by Director Keebler. Passed 4-0

d. Roadway Shoulder Repair

GM White asked for roadway shoulder repair for the CSD roads.

An estimate of \$15,000.00.

A motion was made by Director Keebler for roadway shoulder repair
not to exceed \$15,000.00 , and seconded by Director Kaighn. Passed 4-0

9. **Independent Contractors' Contracts**

Hope Leja Contract was reviewed: This contract will take effect Feb.11, 2018.

A motion was made to accept this contract with an edit to remove item #A.

(Develop New Policies and Procedures document). Motion made by Director Lindberg to accept this contract with Item #A removed and seconded by Director Keebler. Passed 4-0

General Manager Edwin L. White Contract reviewed:

This contract will take effect Feb.11, 2018. Motion made by Director Lindberg to accept this contract, and seconded by Director Keebler. Passed 4-0

10. **Policies and Procedures**

Leja will review existing Policies and Procedures and check what is needed or to be updated. Motion made by Director Keebler for this review and seconded by Director Kaighn. Passed 4-0

11. **Quarterly Punch List Review**

Punch list was reviewed by Director Kaighn. No action required.

12. **Financial Report**

Reviewed by Director Keebler. No action required

13. **Election of Officers**

John MacConnell rescinded his resignation for the end of year 2017.

A Nomination was made by Director Keebler to make **MacConnell the President for 2018.** seconded by Director Kaighn. Vote was taken,

Director Lindberg = yes, Director Keebler = yes, MacConnell = abstained

Director Kaighn= Yes. Passed 3-0

Director Kaighn was nominated for Vice President by MacConnell, and seconded by Lindberg. Passed 4-0.

Financial Officer will be held by Director Keebler. A motion made by Director Lindberg and seconded by Director Kaighn, Passed 4-0

Director Lindberg remains the same.

This is the following order

President = John MacConnell

Vice President = Diana Kaighn

Financial Officer = Audrey Keebler

Director = Connaught Lindberg

Director = open position to be announced.

14. Attempt to Appoint a New Web Master

A member from the community volunteered to be the new Web Master.

Sara Todoroff will get information from Director MacConnell to start this process.

15. Storage Unit Costs

GM White will check availability/cost of a smaller unit. Cost saving to GW by immediate down sizing.

16. Legal Matters

None at this time, No action required.

17. Correspondence

None at this time

18. Director Reports

GM White wanted all to be aware how much effort was made just to get 10 people to attend this meeting. And make residents aware of how much the CSD needs their support.

19. Open Public Forum

MacConnell thanked all for attending this meeting.

20. Adjournment; 12:30 PM = A motion was made to adjourn by Director Keebler, and second by Director Kaighn. Passed 4-0

GWCSO Board of Directors

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