

# MOUNTAIN GATE COMMUNITY SERVICES DISTRICT

14508 WONDERLAND BLVD., REDDING CA 96003

MINUTES – REGULAR MEETING

September 13, 2017 at 6:00 PM

Directors Present: Stierli, Peterson, Gunter, Kobe, Stierli  
Directors Absent: None  
Staff Present: Jeff Cole- Manager, Don Kerns- Chief, Tim Heck- Chief Operator  
Minute Recorder: Jeff Cole

**CALL TO ORDER:** Director Gunter called the meeting to order at 6:00 PM.

**PLEDGE OF ALLEGIANCE**

Director Gunter welcomed Supervisor Morgan for attending this evening.

**PUBLIC COMMENTS:** *(Opportunity for members of the public to comment on any item under the jurisdiction of the District.)* Supervisor Morgan wanted to invite the public who is interested or has short term rentals or vacation rentals, who is interested in the new regulations that is coming out of Risk Management from the Board of Supervisors. There will be a Meeting on October 3, 2017 at 6:00 PM in Lakehead at the Lions Club or October 4, 2017 at 7:00 in Shingletown at the Black Butte Middle School.

## **UPDATE FROM PACE ENGINEERING:**

- A) **DWSRF Planning Grant-** Paul Reuter of PACE Engineering said the application was submitted back in June 2017, we had a conference call with the State on July 25, 2017 that went pretty well. The grant person with the State came out and said that their goal was to provide the district with a grant agreement before Thanksgiving. Since meeting on the 25<sup>th</sup> they have asked for some clarification on the plan study that PACE developed. We submitted our second revised plan of study last week to them and they think we have addressed all their questions.
- B) **Explanation to the Board about the operation of the MGCSO Water System by PACE Engineering if ever needed.** Paul Reuter gave a little background of what PACE has done historically for it's public agencies. We do have staff at PACE that are certified operators both in distribution and treatment. Over the years we often provide contract operation services to our public clients when they are in need. It's not a service that we promote because we are engineers first and we have a different insurance structure with errors and omissions even different than what contractors would have or operators so our insurance company says if you do it for clients with long time relationship but not just anybody. We have done it for Yreka, Dunsmuir, Mt. Shasta, Mineral and it usually happens when there an unexpected turnover, vacation or illness. We do not have a formal agreement with a public agency that we are going to do that until they ask for it. This is something we have done and will continue to do as long as we have the staff. We have 3 T-2 operators and a t-5 operator and 2 D-2s and a D-1 so we have different staff that can do that.

## **CLOSED SESSION:**

Conference with Legal Counsel – Anticipated Litigation (Gov't Code Section 54956.9(d)(2) 3 Cases.

Into closed session: 6:16 PM

Out of closed session: 6:54 PM

On both items direction has been given by the Board to Council.

**COMMUNICATIONS & INFORMATION ITEMS:** Board reviewed list of communications and copies of those items included with list (*Copy of list attached*). None.

- A) The staff gave a presentation on the new Mountain Gate CSD Website.

**CONSENT AGENDA:**

- A) Approval of the Minutes from the Regular Meeting of July 12, 2017.
- B) Approval of transfers of funds & payment of the bills for operating expenses.  
Director Kobe moved to approve the consent agenda and it was seconded. Motion passed.

M. Stierli Aye  
Peterson Aye  
M. S. Stierli Aye  
Gunter Aye  
Kobe Aye

**REPORTS:** (Status Reports on District Operations)

- A) Fire Chief's Report:
- B) Grant Consulting Report:
- C) Water Operations Report:
- D) Auxiliary Report:
- E) Staff Report:

**DIRECTOR COMMENTS:** Director Kobe sent an email over to Jeff requesting that the Board have a workshop on District Manager Evaluation, District Manager and Board interactions and would like to put that on a future agenda if we need to, get the Board talking about this. Director Peterson asked if this was something that has to be an agenda item or can we just have a consensus and move on. We have a Resolution that requires a certain amount of training each year. I would suggest to have staff move forward with the type of classes that you looking forward to. No objections. Director Stierli would like to know about the PACE and the PLC Programming, I would like to know if there is a breakdown as to what we are holding BAT responsible for and are they contributing to the PLC programming. Is it working or will there be more work to be done. Tim said that it is working but there are several issues with the updates and stuff like that. Jeff will bring back a breakdown on the work next month.

**UNFINISHED BUSINESS:** None

**NEW BUSINESS:**

- A) To adopt Resolution 2017-15 A Resolution to adopt the Final Water Department Budget for Fiscal Year 2016/2017. Director Peterson moved that we adopt Resolution 2017-15 to adopt Final Water Department Budget for Fiscal Year 2016/2017 and it was seconded. Motion passed.

M. Stierli Aye  
Peterson Aye  
M. S. Stierli No  
Gunter Aye  
Kobe Aye

- B) To adopt Resolution 2017-16 A Resolution to adopt the Final Fire Department Budget for Fiscal Year 2016/2017. Director Kobe moved to approve Final Fire Department Fiscal Budget 2016/2017 and it was seconded. Motion passed.

M. Stierli Aye  
Peterson Aye  
M. S. Stierli Aye  
Gunter Aye  
Kobe Aye

- C) To adopt Resolution 2017-17 A Resolution to adopt the Final CSD Budget for Fiscal Year 2016/2017. Director Kobe moved to adopt the Final CSD Budget for Fiscal Year 2016/2017 and it was seconded. Motion passed.

M. Stierli Aye  
Peterson Aye  
M. S. Stierli No  
Gunter Aye  
Kobe Aye

- D) To adopt Resolution 2017-18 Before the Board of Directors of the Mountain Gate Community Services District / Fire Department County of Shasta, State of California, approving the Department of Forestry and fire Protection Agreement #7FG17087. (Grant) Director Kobe moved to approve Resolution 2017/18 and it was seconded. Motion passed.


M. Stierli Aye  
Peterson Aye  
M. S. Stierli Aye  
Gunter Aye  
Kobe Aye

- E) To authorize staff to get 3 bids for the grant purchase of a Type III Wildland Fire Engine and bring them back to the next Board of Directors Meeting. Director Kobe moved to approve this request to have staff get 3 bids for the grant purchase to get Type III Fire Engine and bring them back to the next meeting.

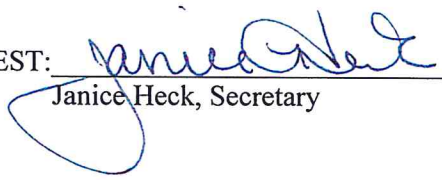
M. Stierli Aye  
Peterson Aye  
M. S. Stierli Aye  
Gunter Aye  
Kobe Aye

Meeting adjourned: 7:13 PM

APPROVED: \_\_\_\_\_

  
Board Chairman                      Date

ATTEST: \_\_\_\_\_

  
Janice Heck, Secretary

10/11/17  
Date