

Grizzly Lake Community Services District
Minutes of the meeting of the Board of Directors

April 01, 2025

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1. Call to Order

A regular meeting of the Board of Directors for the Grizzly Lake Community Services District was held on Tuesday, April 01, 2025, beginning at 5:30 p.m. pursuant to the written Notice of Meetings. The meeting was held at 119 Delleker Drive in Portola, CA. Board members Sharon Castaneda, Darla Thompson, and Charlotte Willis were present. Jeanne Collins was absent. Bob Howell, General Manager, was also present. Joleen Cline recorded the minutes. Sharon Castaneda called the meeting to order at 5:33 p.m.

A. Pledge of Allegiance

All Board members and staff participated in the pledge.

B. Roll Call

See attendees noted above.

2. Consent Agenda

A. Approve minutes of the March 18, 2025, Board Meeting

After review, upon motion duly made, seconded and unanimously carried, the Board approved the minutes of the March 18, 2025, Board Meeting as presented.

3. Public Comment

None

4. General Manager Reports

A. Report on New Connection Applications

Bob Howell reported there were no inquiries regarding new connections over the past 2 weeks.

B. Update on Discharge and Ponds

Bob reported he started discharging again on 03/26/2025. One of the pumps we sent to USBlue Book has been repaired and has been shipped back to us. Now the District will have 2 pumps for Chlorine and 2 pumps for Bio-sulfate.

C. Update on Crocker/Delleker tank inspection

Bob reported Preferred Tank will be here on 4/17/25 to complete the water tank inspection.

D. Education opportunity for staff

Bob reported Christian has completed his application to take his grade 1 Waste Water certification test. The cost for the test is \$169.00.

E. Response to MWR SOI from City of Portola

Bob reported he completed a response to their inquiry and sent it to the City Manager.

F. Lead Line notification certification

Joleen provided the distribution date for the certification Bob needed to certify.

G. LHMP Risk Assessment

Bob reported he is completing the assessment and will turn it in tomorrow.

H. Thatcher Delivery 03/31 biosulfite

Bob reported Thatcher sent the wrong chemicals, and will exchange them for what we need on their next delivery.

I. Contract for Sierra Water Core Sample collection and training

After review, upon motion duly made, seconded and unanimously carried, the Board approved the contract with Sierra Water Core for sample collection and training. The contract can be cancelled by either party at any time.

J. Drum Handling Equipment

Bob reported he purchased fork lift extensions to be able to load and unload drums of chemicals. Total cost was \$97.00.

K. Liberty Power

Bob reported he called and was told Liberty raised fees 50% this year.

L. Policy review

- i. Commercial Sewage Disposal- pending
- ii. Updated Discontinuation of service for non-payment – pending

M. Update on reimbursement for water used during recent fire event- Pending

This item is still pending.

N. Crocker tank control proposal

Bob is waiting on the updated proposal from Great Basin Control. The proposal is to update the current broken controls. He expects the cost to be approximately \$8,000.00

O. Added Item

Bob reported he received a letter from mountain living asking the District to pay \$5,000 per year as a lease for the property at 73626 Hwy 70. No action was taken.

5. Financial Reports

A. Financial Reports for 03/31/2025

Joleen provided the financial reports for the period ending 03/31/2025 via mail and by posting to the District's website prior to the Board meeting

B. Review and actions for delinquent accounts

Joleen provided a report of accounts that meet the criteria for shut off based on delinquency. Bob reported the corp stops on Cuesta Way need to be replaced so that water can be turned off.

After review, upon motion duly made, seconded and unanimously carried, the Board approved up to \$2,000 to replace the corp. stops on Cuesta Way.

C. Charges for additional Trailers

Joleen reported invoices were sent to two owners who both report the trailers are for storage only, and not connected to the water or sewer systems.

D. Update on SUSP and RCAC Rate Worksheets

pending

6. New Business

none

7. Adjournment

After review, upon motion duly made, seconded and unanimously carried, the meeting was adjourned at 7:27 p.m.

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