

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

October 15, 2024 (Approved 11/05/2024)

**1. Call to Order**

A regular meeting of the Board of Directors for the Grizzly Lake Community Services District was held on Tuesday, October 15, 2024, 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, Charlotte Willis and Jeanne Collins were present. Bob Howell, General Manager was present. Jeannie Collins served as minutes taker. Sharon Castaneda called the meeting to order at 5:30 p.m.

**A. Pledge of Allegiance**

All Board members participated in the pledge.

**B. Roll Call**

See attendees noted above.

**2. Consent Agenda**

**A. Approve Minutes of the September 17, 2024 Board Meeting**

*After review, upon motion duly made, seconded and unanimously carried, the Board approved the minutes of the September 17, 2024 Board meeting as submitted.*

**3. Public Comment**

None

**4. General Manager Reports**

**A. New Connections/Applications**

No report

**B. Update on sale of excavator**

Bob reported the excavator was sold and a check was received. The check was deposited. The board agreed that the monies should be used to pay off the excavator and the skidster.

**C. Update result of water test: Coliform**

Have one more fire hydrant to flush and samples to be taken Tuesday morning and get them to FGL. We have a one pipe system and that is why this is so dangerous. Three tests have been taken and will be reported to Nick McGann From State Water Board. He will be here on Thursday to go over this with Bob. It was also decided to go back to Silver State for water testing since they are closer in proximity to GLCSD.

**D. Report on unauthorized water connections**

Bob asked the owner to purchase back flow preventers. If he knew where the box was he could turn them off. The trailer on the property has sewer but the water was hooked up with a hose. The water hose was removed and plastic pipe with clamps was put on. This is not approved for full time residence. There are also extra water faucets on the other properties, not permitted. It is also noted that these lines were put in by someone that did not have a license or certificate of insurance. These were not approved by GLCSD and no fees have been paid for the hook ups. Bob has reported this to code enforcement but no one has come out.

Bob called Environmental Health regarding the trailer that is dumping into the culvert. This also has to be reported to code enforcement. This could possibly be the reason for the coliform in the water. Rob Robinette from Environmental Health was supposed to come out but has not as of yet.

**E. Update on Grant Application and relationship with DOWL**

Bob talked to Matt Van Dyne at DOWL and he said there are three items that we need to proceed. One is the report from the Corp of Engineers, report on the flood plain, and one other item. If we were to use Shaw, we would have to start the whole process all over because it is DOWL's work material.

**F. Lead Pipe Inventory**

Lead pipe inventory was due on 10/16/24 and was submitted on 10/9/24. Approximately 107 homes in the district were built before 1986 and these are the ones that needed to be reported to the state. In the future the state may be paying to put in new lines and this is known as Blue Conduit.

**G. 2 Year Water and Well Insepection**

Nick McGann coming on Thursday 10/16 for the inspection

**H. Update on Water shut offs**

Two have just been shut-off without locks. Some have been paid but are still looking for a contract for others. Need to update the shut-off list and Michael needs more help with this.

**I. Update on new control building at the ponds**

New control building is completely done and Bob is getting ready for electrical. Would like to hire someone to help us do that.

**J. Update on sewer cleaning at MH 213 on Arriba**

There were blocks of grout and diapers removed from the sewer pipe. Bob thinks that it was from a bathroom because there were also bolts from a toilet in there. There is no way to prove where it came from but if we could tell where it did come from we could charge them for the removal.

**K. Expand Sierra Water Core Contract to add 1 person, 1 day every other week**

Discussed expanding Sierra Water Core Contract to adding 1 person, 1 day every other week. No action was taken

**L. Request for additional part-time employee – Approve Job Descriptoin**

Discussed request for additional part-time employee. It was decided that we need to go over the finances before we post a position for a laborer, 3 days per week.

**M. Policy updates needed – Pending**

i. **Commercial sewage disposal**  
no report

ii. **Water/Sewer service to RVs**  
no report

iii. **Added item**  
Need to create a water anti-syphon valve ordinance. Could not be found in our current ordinances. Would like to see if the other CSD's have policies regarding Commercial sewage disposal and water/sewer service to RV's. Page numbers in the policies are needed.

**N. Update on reimbursement for water used during recent fire event – Pending**

No report

**5. Financial Reports**

**A. Review of Financial reports for 09/30/2024**

Postponed to next Board meeting

**B. Review and actions of delinquent accounts**

Postponed to next Board meeting

**6. New Business**

No report

**7. Adjournment**

*After review, upon motion duly made, seconded and unanimously carried, the Board adjourned the meet at 6:35 p.m.*