

**TWAIN HARTE COMMUNITY SERVICES DISTRICT
Board of Directors Regular Meeting
September 11, 2024**

CALL TO ORDER: President Sipperley called the meeting to order at 9:00 a.m. The following Directors, Staff, and Community Members were present:

DIRECTORS:

President Sipperley
Director Mannix
Director Knudson
Director Bohlman
Director Dearborn

STAFF:

Tom Trott, General Manager
Neil Gamez, Fire Chief
Lewis Giambruno, Operations Manager

AUDIENCE: 12 Attendees

PUBLIC COMMENT ON NON-AGENDIZED ITEMS:

No public comment.

PRESENTATIONS:

Badge pinning for Fire Captain Dixon.

CONSENT AGENDA:

- A. Presentation and approval of financial statements through August 31, 2024.
- B. Approval of the minutes of the Regular Meeting held on August 14, 2024.

MOTION: Director Bohlman made a motion to accept the consent agenda in its entirety.

SECOND: Director Mannix

AYES: Sipperley, Knudson, Mannix, Bohlman, Dearborn

NOES: None

ABSTAIN: None

NEW BUSINESS:

- A. Discussion/action to adopt Resolution #24-24 – Rejecting all Construction Bids for the Office and Training Site Stormwater Improvement (Project #400-57-0001).

MOTION: Director Dearborn made a motion to adopt Resolution #24-24 – Rejecting all Construction Bids for the Office and Training Site Stormwater Improvement (Project #400-57-0001).

SECOND: Director Bohlman

AYES: Sipperley, Knudson, Mannix, Bohlman, Dearborn

NOES: None

ABSTAIN: None

- B. Discussion/action to adopt Resolution #24-25 – Approving the Department of Forestry and Fire Protection Agreement #7GF24103 for Services Under the Volunteer Fire Capacity Program.

MOTION: Director Bohlman made a motion to adopt Resolution #24-25 – Approving the Department of Forestry and Fire Protection Agreement #7GF24103 for Services Under the Volunteer Fire Capacity Program.

SECOND: Director Dearborn

AYES: Sipperley, Knudson, Mannix, Bohlman, Dearborn

NOES: None

ABSTAIN: None

- C. Discussion/action to adopt Resolution #24-26 – Approving a Fiscal Year 2024-25 Fire Fund Budget Adjustment for the Volunteer Fire Capacity Grant Program.

MOTION: Director Mannix made a motion to adopt Resolution #24-26 – Approving a Fiscal Year 2024-25 Fire Fund Budget Adjustment for the Volunteer Fire Capacity Grant Program.

SECOND: Director Bohlman

AYES: Sipperley, Knudson, Mannix, Bohlman, Dearborn

NOES: None

ABSTAIN: None

- D. Discussion/action to adopt revisions to Policy #2002 – Discrimination.

MOTION: Director Mannix made a motion to adopt revisions to Policy #2002 – Discrimination.

SECOND: Director Dearborn

AYES: Sipperley, Knudson, Mannix, Bohlman, Dearborn

NOES: None

ABSTAIN: None

- E. Discussion/action to adopt revisions to Policy #2041 – Early Return to Work Policy.

MOTION: Director Bohlman made a motion to adopt revisions to Policy #2041 – Early Return to Work Policy.

SECOND: Director Mannix

AYES: Sipperley, Knudson, Mannix, Bohlman, Dearborn

NOES: None

ABSTAIN: None

- F. Discussion/action to adopt revisions to Policy #2080 – Classification of Personnel.

MOTION: Director Dearborn made a motion to adopt revisions to Policy #2080 – Classification of Personnel.

SECOND: Director Mannix

AYES: Sipperley, Knudson, Mannix, Bohlman, Dearborn

NOES: None

ABSTAIN: None

- G. Discussion/action to adopt revisions to Policy #2111 (Health and Welfare Benefits) and rescind Policy #2110 (Dental Benefits).

MOTION: Director Bohlman made a motion to adopt revisions to Policy #2111 (Health and Welfare Benefits) and rescind Policy #2110 (Dental Benefits).

SECOND: Director Mannix

AYES: Sipperley, Knudson, Mannix, Bohlman, Dearborn

NOES: None

ABSTAIN: None

H. Discussion/action to adopt revisions to Policy #3030 – Injury and Illness Prevention Program.

MOTION: Director Dearborn made a motion to adopt revisions to Policy #3030 – Injury and Illness Prevention Program.

SECOND: Director Mannix

AYES: Sipperley, Knudson, Mannix, Bohlman, Dearborn

NOES: None

ABSTAIN: None

I. Discussion/action to adopt Resolution #24-27 – Approving a Fiscal Year 2024-25 Water Fund Budget Adjustment for Emergency Repair of Shadybrook Reservoir.

MOTION: Director Bohlman made a motion to adopt Resolution #24-27 – Approving a Fiscal Year 2024-25 Water Fund Budget Adjustment for Emergency Repair of Shadybrook Reservoir.

SECOND: Director Dearborn

AYES: Sipperley, Knudson, Mannix, Bohlman, Dearborn

NOES: None

ABSTAIN: None

REPORTS:

President and Board Member Reports

- Director Mannix reported on attending the 9/09/24 LAFCO Meeting with GM Trott
- President Sipperley reported on attending the 8/21/24 IRWM JPA WAC Meeting.

Fire Chief Report by Chief Gamez

- A verbal summary of the written report was provided.
- CERT - Carol Hallet provided a verbal summary of the written report that was provided.

Water/Sewer/Park Operations Report Provided by Operations Manager Giambruno

- A verbal summary of the written report was provided.

General Manager Report Provided by General Manager Trott

- A verbal summary of the written report was provided.


ADJOURNMENT:

The meeting was adjourned at 10:46 a.m.

Respectfully submitted,

APPROVED:


Kimberly Silva, Board Secretary


Gary Sipperley, President