

GROUND SQUIRREL HOLLOW COMMUNITY SERVICES DISTRICT

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MINUTES FOR NOVEMBER 14, 2012 BOARD MEETING

Call to Order and Flag Salute:

Director Fulmer called the regular meeting to order at 7:00 p.m.

Roll Call:

Directors Fulmer, Simons, Turner, Milbury and Bradley were in attendance. Manager D’Ornellas and Secretary Giminez were also present.

Public Comment

Steven Bayus asked the Board what became of the Don Vaughn easement on Reindeer Place. He was enquiring regarding a property that is on the market that fell out of escrow because an easement fee was required. The Board confirmed that Don did an offer of dedication and the offer was accepted therefore the easement was legally set in place. Director Fulmer will contact the realtor listed on the property regarding the easement. Steve also asked if the Board had been contacted regarding an erosion problem at the end of Impala.

Consent Items:

Director Simons made a motion to accept and approve the October Regular Meeting Minutes, the Treasurer’s Report, payment of the outstanding invoices and Manager D’Ornellas report. Motion was seconded by Director Turner and passed by roll call vote by Directors Fulmer, Turner, Bradley, Milbury and Simons. The following invoices were approved for payment.

Beverly Giminez	\$	400.00	Secretarial services thru 10/30/12
Wallace Group	\$	1629.33	Professional Services thru 9/30/12 Inv. #34130
Board Stipends	\$	400.00	BOD Meeting 10/10/12
Cyber Scriber	\$	705.00	Web Site Design & Services Inv. #4305
John D’Ornellas	\$	830.17	Consulting Services for September

Manager D’Ornellas reported that he spoke to Ian Hoover of Paso Robles Waste regarding the District’s recent interest in solid waste service at GSH. It was confirmed that there are currently 274 solid waste customer’s within the District area with an average fee of \$38.09 per month. This could equate to approximately \$11,350 per year for the District. Per Board’s direction we will not pursue this project until we meet with our new County Supervisor next year to discuss the support and review the LAFCO process.

Discussion Items:

1. District Engineering Services:

A consulting engineer is needed for specific engineering services and inspections of District roads. An engineer is knowledgeable about rural road maintenance/construction, familiar with special district policies/practices and that is flexible to respond to our needs as required. The road engineer will work on an hourly basis as needed for projects.

At the suggestion of Director Simons, Manager D'Ornellas met with Rob and Kyle Carnes of Ground Up. This company is a design and construction management firm that performs road related inspection and management services. Their office is in Paso Robles but they do work throughout the County and State.

Ground Up has prepared a proposal to act as the District road inspector/engineer for our review.

Rob and Kyle Carnes were present at the meeting to present their proposal to the Board.

A Motion was made by Director Simons to accept the proposal presented by Ground Up Design and Construction Management Inc. The motion was seconded by Director Milbury and passed unanimously by roll call vote.

2. Permit Status Report:

There are currently six (6) active permits, five (5) permits on hold and sixty eight (68) final permits.

There was one new permit issued in October for 5660 Ground Squirrel Hollow for new construction. The \$1500 permit fee was paid. Manager D'Ornellas met with the builder to gather more information. The initial inspection will be performed by the new road inspection engineer.

Director Fulmer voiced her concerns with drainage for the permit issued by the County at 5660 Ground Squirrel Hollow. She is concerned that the drainage will divert to the adjacent neighbor or Ground Squirrel Hollow Road.

5110 Stag hill had an existing permit issued prior to the Board assembly. It was reported that the County has put a stop work order on the current permit for excessive grading. Manager D'Ornellas had the County flag permit to uphold Board permit process. The permit fees will be \$1500 in order to proceed with construction.

A final inspection was completed at 5880 White Tail and a final inspection report will be issued.

3. Annual Road Evaluations

It is the practice of the Board to form teams who annually conduct field surveys of the entire road system, including culverts and drainage ways within the CSD service area, followed by discussion and prioritization of repairs and/or improvements based on available funds.

A list of priority road projects can be developed now. The First installment of 2012/13 road assessments will be collected when property taxes are paid in December. There was Board discussion to wait until after the first rain to do road projects to allow some compaction with natural runoff.

Director Turner presented the Board with a letter to be sent to District residents. The letter is meant to remind residents to clean out culverts on their property and that homeowners are responsible for erosion control on their own property. The District would like to keep as much excess water and/or mud off the roads.

A motion was made by Director Simons to accept the letter and mail as is to residents of the Ground Squirrel Hollow Community Services District. The motion was seconded by Director Bradley and passed unanimously.

Director Fulmer will make copies of the letter to be mailed.

Public Comment

Mr. Joe Sandecki noticed that the Culvert on Ground Squirrel Hollow Road was still smashed.

Mr. Steven Bayus noted that the wash boarding on Forked Horn is bad.

It was reported by Ms. Sue Williams that the Forked Horn Place Chip Seal Project is going along as planned. The project is now a nonprofit Mutual Benefit Corporation organized under the Nonprofit Mutual Benefit Corporation Law. The next step is to finalize the bylaws and open a bank account.

Director/Manager Comments:

Director Simons is currently working on new contact information signs for the District.

The Board took the opportunity to Thank Director Bradley for her time spent on the Board. This was her last meeting. Mr. Don Dougherty will take her seat on the Board starting in December.

Adjournment:

A motion was made to adjourn the regular meeting by Director Turner, seconded by Director Milbury and passed by unanimous voice vote. The meeting was adjourned at 8:00 p.m. The next regular meeting of the Board of Directors of the Ground Squirrel Hollow Community Services District will be held on Wednesday December 12, 2012 at 7:00 p.m. at the Meridian Fire Station on Branch Road in Paso Robles, California.

Respectfully Submitted by,

Beverly Giminez, Recording Secretary