

GROUND SQUIRREL HOLLOW COMMUNITY SERVICES DISTRICT

5915 Silverado Place
Paso Robles, California 93446
(805) 238-7040
groundsquirrelhollowcsd.org

MINUTES FOR DECEMBER 13, 2017 BOARD MEETING

Call to Order and Flag Salute:

Director Fulmer called the regular meeting to order at 7:02 p.m.

Roll Call- Directors Fulmer, Simons, Martinson McCamy and Duckworth were in attendance. Manager Gilmore and Secretary Switzer were also present.

Public Comment

None

Member of the public in attendance:

No one signed in.

Consent Items:

Need to make corrections to the profit and loss forms, remove old data and add new chip seal information as we are able to.

A motion was made to accept and approve the consent items from November’s regular meeting with the mentioned corrections, by Director Martinson and seconded by Director Duckworth; Motion passed by unanimous vote.

The following invoices were approved for payment:

Sarah Switzer	\$ 400.00	Secretarial services thru 11/30/17 Inv#21
Dan Gilmore	\$ 1,124.86	General Manager for Nov. 2017 Inv#19
Board Stipends	\$ 500.00	BOD Meeting 11/8/17
Catherine Turner	\$ 285.94	Invoice #36 Bookkeeping thru 11/30/17
Scott Simons	\$ 30.19	Lumber to install Signs for District
CSDA	\$ 920.00	2018 Membership Dues

Total \$ 3,260.99

General Manager Report

Received a draft copy of the audit, General Manager needs to revise and update any info that has changed. The new chip seal project is not on the audit due to the time frames of the fiscal year. Regarding FEMA, the GM still has not heard anything new from them.

Correspondence Received

- SDRMA (insurance provider) has their own bylaws, GM received a notice that there will be some bylaw revisions.

Discussion Items:

1. **Community Chip Seal Project:**

Phase I is complete.

Phase II- is underway, however colder weather is slowing down the progress a bit.

There was a vehicle that crossed the barricade on Silverado and got stuck on the swale causing the vehicle to catch on fire. The board discussed whether the swale needs to be replaced due to damage and possible structural integrity from the heat of the fire and the fluids from the vehicle leaking on the (concrete) swale that was not completely cured. Mr. Bayus from Mitch Fredrick has filed a claim with the vehicle owner’s auto insurance to cover the cost of replacement.

The board took a roll call vote regarding pursuing the insurance company to cover replacement of the swale.

Director Fulmer made a motion to approve the replacement of the swale, billed at cost to the vehicle owners insurance and Director Martinson seconded the vote, motion passed with a unanimous 5-0 approval.

One of the contractors addressed concern regarding installing the chip seal during this time of the year, cannot chip seal when it’s too cold or if it rains.

Phase II consists of Silverado, Prancing Deer and Pepper Tree (north end).

Phase III consists of the remaining roads, Lone Pine, Morning Star and White Tail, S. Pepper Tree. There are signs being placed throughout the district to advise residents of work being done.

Potholes on existing paved roads need to be addressed; they will be repaired by cleaning out the pothole of any debris and patching with cold mix, or hot asphalt. If bids are needed they will be brought to the next meeting for approval.

Director McCamy requested “Dip” signs be installed on Forked Horn as well as Silverado, Morning Star and anywhere else they would be necessary.

Public Comments:

Mr. Bayus said there is a wet area on the bank next to the road near 5850 Prancing Deer. Need to have the area checked out and see what the possible cause may be.

There is an area on the corner of Buck and Black Tail that needs to be swept, the debris makes the vehicles slip on the turn.

2. **Permit Status Report:**

Nothing New

New Permit for V. Vanderlip at 5895 Blacktail APN.

5675 GSH- Raper- Cut a driveway and needs to pay encroachment permit.

Active Permits:

Robert Greene	APN 015-324-037	5631 Lone Pine Pl
Vince Vanderlip	APN 015-144-024	5898 Black Tail Pl
Vince Vanderlip	APN 015-143-025	5895 Black Tail Pl
Richard Blanchard		5020 White Tail (Permit fee not received yet)

*All have paid their permit fee of \$1,500.00 and have received a Letter of Acceptance from the District for the county permit staff.

3. **Monthly Road Evaluations:**

The chip seal project is ongoing.

Repairs to Impala, the end of Ground Squirrel Hollow and Maverick need to be addressed before winter. Director Simons will meet with GM and will get a bid together to make the necessary repairs.

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. This process starts in October of each year with the objective of "short listing" proposed projects by the following January through March, weather permitting. After the surveys are complete, the teams compare notes and provide a proposed work schedule based on preliminary budget estimates and the combined results of the road surveys.

4. **District Signage:**

Committee met and discussed where signage needs to be installed and how many should be installed. There may be a 3 way stop at the top of the hill on Pepper Tree and Silverado. There will be a speed limit signs at the entrances of all district roads as well as on any long stretches of roads. (i.e. Ground Squirrel Hollow, Forked Horn etc).

The committee is trying to figure out the best way to address the traffic at the top of the steep hill on Pepper Tree and Silverado. There is discussion about putting in a 3 way stop with appropriate precautionary signage ("oncoming traffic doesn't stop" or "Cross traffic doesn't stop" etc) discussions are still underway to determine the best and safest way to keep traffic moving safely. By consensus the directors and GM will move forward with the sign plan.

Need to order carsonites and dip signs and install as soon as possible.

Director McCamy made a motion to approve ordering necessary signage, Director Martinson seconded, passed with a unanimous voice vote.

We have asked for volunteers for an ad-hoc committee to oversee this process, the committee consists of 4 members, Kevin McCamy, Ed Martinson, Scott Durian and Dan Gilmore.

Director/Manager Comments

Director Martinson let the board know he attended the Paso Robles Waste and Disposal Holiday party and highly recommended anyone to attend next year as they put on a very nice event.

Adjournment

A motion was made to adjourn the regular meeting by Director Simons, seconded by Director Duckeorth and passed by unanimous voice vote. The meeting was adjourned at 8:30 p.m.

The next regular meeting of the Board of Directors of the Ground Squirrel Hollow Community Services District will be held on Wednesday, January 10th at 7:00 p.m. at the Meridian Fire Station on Branch Road in Paso Robles, California.

Respectfully Submitted by,

Sarah Switzer

Sarah Switzer, Recording Secretary