

**GROUND SQUIRREL HOLLOW COMMUNITY SERVICES DISTRICT**

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

**MINUTES FOR APRIL 13, 2016 BOARD MEETING**

**Call to Order and Flag Salute:**

Director Fulmer called the regular meeting to order at 7:24 p.m.

**Roll Call:**

Directors Fulmer, Martinson, Duckworth, Dougherty and Simons were in attendance. Manager D’Ornellas and Secretary Switzer were also present.

**Public Comment**

No public comment.

**Consent Items**

Director Duckworth made a motion to accept and approve the March Regular Meeting Minutes with 1 correction; correct page 4 regarding roads, correct date of adjournment to April. Correct Special Meeting verbiage to will instead of with and correct the adjournment to “Special” meeting instead of ‘Regular’ Meeting. Director Simons seconded. The following invoices were approved for payment.

John D’Ornellas	\$ 2,117.13	GM through March 2016
Sarah Switzer	\$ 400.00	Secretarial services thru 3/31/16 inv. #1
Board Stipends	\$ 500.00	BOD Meeting 3/9/16
Catherine Turner	\$ 150.00	Invoice #16 bookkeeping thru 3/31/16
Cyber Scriber	\$ 176.75	Web updates/QuickBooks Assistance Inv# 5427
Shipsey & Seitz	\$ 1,912.00	Attorney Fees
Mitch Fredrick	\$ 5,500.00	Inv# 032416 Silverado, Prancing Deer, Morning Star
	\$ 10,375.00	Inv# 033116 Lone Pine
Jim Clark	\$ 905.00	Refund for Permits 5432 Blossom
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Total	\$22,035.88	

**General Manager Report**

Chip seal project proceeds. Mike Seitz will help resolve or answer any questions regarding the project.

**Correspondence Received**

Director Fulmer received emails regarding stop signs at the top of Pepper Tree hill. As well as a phone call regarding a culvert on Forked Horn at the bottom of steep hill is plugged with dirt. Director Fulmer also received another phone call from a concerned neighbor asking to address the water pooling on GSH.

Direct Simons to order and install 2 stop signs at the top of Pepper Tree as well as install a new sign on Pepper Tree and Geneseo Rd.

**Discussion Items:**

1. **Community Chip Seal Project Financing:**

CSD will continue to pursue the USDA loan.

2. **Permit Status Report:**

There are currently three (2) active permits. Of these, both have been active for several years.

Changes from last two months:

Have not received encroachment permit for 5880 Silverado

Active Permits:

Clark - New development Permit - 5432 Blossom, Final inspection complete.

3. **Monthly 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. 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.

Holes need to be repaired on Maverick, repairs to be billed to PG&E due to damage caused by their equipment.

Plans in place to for Pepper Tree to asphalt and expand to 20'.

Need to get bids to asphalt steep hill on Forked Horn and Pepper Tree Hill as well.

Director Simons made a motion to send out and get bids to get those projects done; look into revise plans to widen to 21', The motion was seconded by Director Duckworth and passed by unanimous voice vote.

It was discussed that the entrance signs to the GSHCSD were faded and hard to read and should be replaced with larger signs.

4. **Manager Hiring:**

Board members interviewed 3 potential candidates for the manager position; Mr. Peter Kampa, Mr. Dan Gilmore & Mr. Brad Hagemann

Mr. Kampa charges a base fee, lives quite a long ways away to be able to be 'on call' for most needs. Board feels Mr. Kampa's fees are more that the CSD is able to pay.

Mr. Gilmore is knowledgeable in roads, can read and draw plans, he is a local civil engineer, and has approximately 4 year experience with CSD's.

Mr. Hagemann currently works for 3 separate CSD's, is unable to draw plans, he is knowledgeable in water and sewer

Boards took an official vote, all in favor of Mr. Dan Gilmore, the board will put together an ad hawk committee to include Director Duckworth, Director Fulmer, one member of the public Steve Bayus, Board Secretary Switzer and Board Treasurer Turner, to determine a time and place to meet with and finalize the board's decision.

### **Adjournment**

A motion was made to adjourn the regular meeting by Director Martinso, seconded by Director Duckworth and passed by unanimous voice vote. The meeting was adjourned at 8: p.m. The next regular meeting of the Board of Directors of the Ground Squirrel Hollow Community Services District will be held on Wednesday, May 11<sup>th</sup> at 7:00 p.m. at the Meridian Fire Station on Branch Road in Paso Robles, California.

Respectfully Submitted by,

Sarah Switzer, Recording Secretary