



Pliocene Ridge Community Services District

100 Pike City Road
Pike City, CA 95960

plioceneridge.org

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NOTICE OF REGULAR MEETING OF THE BOARD OF DIRECTORS

Wednesday June 21, 2017 6:30 pm Alleghany Firehouse 105 Plaza Court.

1. ESTABLISH QUORUM, CALL TO ORDER, FLAG SALUTE
2. APPROVAL OF AGENDA
3. PUBLIC COMMENT
4. INFORMATION/DISCUSSION ITEMS, STAFF &/OR COMMITTEE REPORTS
 - a) Correspondence
 - b) Committee/Member/Business Reports:
 1. Station 71 Chief's report
 2. Station 67 Chief's report
 3. Station 71 Auxiliary
 4. Station 67 Auxiliary
 5. Risk Manager Report
 6. Board Member Report –
 7. Standing Committee Reports: Streetlight, Budget, Safety
5. ACTION ITEMS:
 - a) Approval of Minutes of May 17, 2017
 - b) Approval of Treasurer's report dated May 31, 2017 and corrected report for April 30, 2017
 - c) Unfinished business:
 1. Wayman Dam Project
 2. Ongoing Bylaws & Policy review and/or update: Adoption of Uniform Construction Cost Accounting Act Resolution # 17-066
 3. Alleghany Firehouse Project – ADA Compliance
 4. Pike Firehouse Project – ADA Compliance
 5. Status of dispatch office in Alleghany
 6. Fiscal year 2017-2018 50/50 CDF Volunteer Assistance application
 7. Consideration of ALS property tax fee proposal being floated by Frontier Medical Resources for Western Sierra County.
 - d) New business
 1. Renew Secretary/Treasurer's Contract ~ authorize Secretary to appoint Deputy Secretary as needed.
 2. Adopt Preliminary Budget for FY 17/18 (due by June 30th)
 3. Calif. Special District's Assoc. ballot
6. ANNOUNCEMENTS, NEXT MEETING DATE & AGENDA ITEMS ~ Next regular meeting July 19, 2017 in Pike.

8. ADJOURNMENT

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Online at: plioceneridge.org

NOTICE OF COMMITTEE MEETINGS WEDNESDAY JUNE 21, 2017

**BUDGET COMMITTEE
5:30 PM SIXTEEN TO ONE MINE OFFICE
527 MINERS STREET ALLEGHANY
&**

**SAFETY MEETING
6:00 PM ALLEGHANY FIREHOUSE
105 PLAZA COURT ALLEGHANY**

MINUTES of the Regular Meeting of the Board of Directors of Pliocene Ridge CSD. Held Wednesday May 17, 2017 at Station 67 100, Pike City Rd. Pike

1. Call to order: The meeting was called to order at 6:40 pm by President Wayne Babros. Board members present: Wayne Babros, Daniel Guyer and Gracie Knowles. Director Bruce Coons was absent due to an issue with the water system in Alleghany. Also present were Pike assistant chiefs Jim Buckbee & Tom Starr and Alleghany assistant chief David Arbogast, PCVFD auxiliary President Roland Robertson and AVFD auxiliary Secretary Vickie Tenney. Pliocene Ridge CSD Secretary Rae Bell was present and took the minutes. Flag Salute.

2. APPROVAL OF THE AGENDA: A motion was made by Gracie Knowles to approve the agenda, 2nd by Daniel Guyer. **Motion passed: 3 Ayes, 0 Nays, 1 Absent, 0 Abstain, 1 Vacant.**

3. PUBLIC COMMENT: None.

4. INFORMATION/DISCUSSION ITEMS

a) Correspondence: Incoming Letter from Golden State Risk Management Authority with an estimate of Pliocene Ridge's Insurance Contribution for the next fiscal year. **Outgoing** None

b) Committee/Member/Business Reports:

1. *Alleghany Assistant Chief Arbogast* reported that they have been doing Wildland Training. The field-day training with all nearby local departments is scheduled for June 3rd. Alleghany is providing the salads.

2. *Pike City Assistant Chiefs Buckbee & Starr* reported that they received the new airpacks on loan from Camptonville Fire and they are state-of-the-art. They've had a couple of calls since the last meeting and are about finished with their Basic 32 refresher. They did their annual Heat Related Illness Training and will be doing fire shelter training next.

3. *Station 71 Auxiliary Vickie Tenney* reported that they have raffle tickets for sale. The maximum number that will be sold is 1,000. The drawing will be held at the Christmas Party planned for December 16th. Their annual membership meeting is scheduled for June 7th.

4. *Station 67 Auxiliary Roland* reported that they are having their cemetery clean-up on Sat May 20th weather permitting. They will set the date for the Taco night at their next meeting. The June meeting has been moved to Thursday June 15th at 2 pm. It includes their annual membership meeting and they have a lot to go over.

5. *Risk Manager Report:* None

6. *Board Member/Staff reports:* None

7. *Standing Committee Reports: Streetlights:* It was reported that a follow-up email from PG&E regarding the light upgrade was received that afternoon. Rae and Bruce will look it over and respond with any questions. An informational meeting needs to be scheduled to involve the community. Wayne suggested that it be scheduled with the next AVFD meeting. Vickie Tenney thought that would be fine.

5. ACTION ITEMS

a) *Approval of regular meeting minutes* dated April 19, 2017 Motion to approve the minutes as submitted made by Daniel Guyer 2nd Gracie Knowles. **Motion passed: 3 Ayes, 0 Nays, 1 Absent, 0 Abstain, 1 Vacant.**

b) *Approval of treasurer's report dated 4/30/17 and a correction to 3/31/17 report.* Moved by Gracie Knowles 2nd by Daniel Guyer. **Motion passed: 3 Ayes, 0 Nays, 1 Absent, 0 Abstain, 1 Vacant.**

c) *Unfinished Business*

1. *Wayman Dam project* – No report.

2. *Ongoing Policy & Procedure review/update:* A FAQ sheet about the Uniform Construction Cost Accounting Act was reviewed. A resolution and Policy for Opting in will be presented at the next meeting.

3. *Regarding the Alleghany Firehouse project:* Vickey Tenney reported that if the district specifies that both the Alleghany and Pike Firehouse Projects are for ADA Compliance on the monthly agendas this will document the fact that issue is not being ignored. This eliminates some of the liability related to not being in compliance. No report from the project committee.

4. *Regarding the Pike Firehouse projects:* Roland Robertson reported that they are pretty sure all costs for the staircase have been identified. They sent the request for a grant to SPI and should hear back within 30 to 60 days if it is approved or not. They had no luck finding a contact with Robinson Timber. They plan on contacting the Yuba County Water District since they have the Our House Dam which is in Pike's immediate response area. Daniel Guyer, Mark Jokerst, Denise Ruane and Roland had a meeting to outline both projects in more detail. A meeting is being planned with USDA Rep Mike Valdez to go over the projects with him and get his opinion about what is most likely to be funded. The hope is to get the stairs done this year and to start on the lift next year.

5. *Dispatch Office in Alleghany:* It was reported that Downieville Fire Chief Lee Brown was fired since the last PRCSO meeting. Vickie is waiting for the "dust to settle" and is remaining in contact with them about getting the dispatch office operational again and becoming an active dispatcher.

6. *17/18 CDF Volunteer Assistance Grant:* Everything needed has been received from both departments and the application will be submitted before the May 22nd deadline.

d) *New Business*

1. *Secretary/Treasurer's Contract:* Tabled to next meeting.

2. *Preliminary Budget:* Documents not ready, will be put on June agenda. It was noted that the most convenient place for the Budget Committee meeting is the Sixteen to One Mine Office in Alleghany because of the printing capabilities there. The budget committee meeting will be held there, the same day as the regular meeting June 21st.

3. *Advanced Life Support Tax Fee Proposal* After a lengthy discussion, Secretary Rae Bell was tasked with drafting a letter to Frontire Medical Resources inquiring if they would be receptive to a ballot measure that does not specify Advanced Life Support but that is more general as far as specifying how the funds would be allocated. The reason for this request is the fact that the district is having a hard time even recruiting Emergency Medical Technicians and a Paramedic can be called from Grass Valley faster than Downieville. The draft letter will be sent to all board members and the auxiliaries for input. Because one director was absent a vote on the issue was tabled to the next meeting.

NEXT MEETING AGENDA ITEMS The next regular meeting is scheduled for June 21st at the Alleghany Firehouse at 6:30 pm. The Budget Committee will meet the same day at the mine office. A safety committee meeting also is on the calendar (this fact was missed at the meeting).

ANNOUNCEMENTS Pike Cemetery clean-up scheduled for Saturday the 20th.

ADJOURNMENT: There being no further business before the board the meeting was adjourned at 7:30 PM

Respectfully submitted,

Rae Bell Arbogast
Secretary



Pliocene Ridge Community Services District

Serving the Communities of Alleghany, Forest City and Pike City
 100 Pike City Road
 Pike City, CA 95960

Treasurers Report cut off date: April 30, 2017

		Beginning Checking Account Balance		\$	2,078.43
Deposits					
Budget	Date	From:	For:		Amount
Line #	4/21	Sierra County Auditor	2nd installment fiscal year 16/17	\$	10,793.96
4020.1		tax revenue	Streetlights	\$	1,883.74
9020		tax revenue	Fire	\$	8,910.22
				Deposits Total	\$ 10,793.96
Expenditures					
Budget	Ck #	Date	To:	For:	
Line #	2423	4/18	AT&T		\$ 35.74
6172.2				Phone Alleghany	\$ 17.87
6172.3				Phone Pike	\$ 17.87
8301	2424	4/18	Banner Communications Paiger Battery		\$ 24.61
6270.1	2425	4/18	Rae Bell Arbogast Secretary/Treasurer 3rd 1/4 billing		\$ 393.75
7350	2426	4/18	Sierra County Public Works	Fuel Alleghany	\$ 24.71
6176.2	2427	4/19	Suburban Propane	Propane Alleghany	\$ 140.22
	Cash Rewards	4/26	WA Bank Credit cart paid with cash rewards total \$155.63		
7660			B&C Trash Bags Alleghany		\$ 12.93
6275.1			Go Dadday	Annual domain renew	\$ 30.16
8660			B&C Surge protector	Pike	\$ 31.06
8300			Radio Shack	Batteries Pike	\$ 81.48
	EFT		PG&E		\$ 567.60
6170.2				PG&E Alleghany	\$ 115.00
6170.3				PG&E Pike	\$ 20.28
9171.4				Streetlights - Forest	\$ 22.25
9170.4				Streetlights - Alleghany	\$ 360.07
				Expenditures Total	\$ 1,186.63
Reserve Balances				Ending Checking Account Balance	\$ 11,685.76
Unallocated	Contingency	\$	14,500.00		
Unallocated	Alleghany Fire	\$	2,700.00	Starting Savings account balance	\$ 24,120.35
Unallocated	Pike City Fire	\$	3,300.00	transfer from checking	
Allocated	Streetlights	\$	1,567.02	transfer to checking	
Allocated	Pike City Firehouse	\$	7,300.04	transfer to FUNDS	
Allocated	Pike City Engines	\$	3,085.63	Ending Savings Account Balance	\$ 24,120.35
Allocated	Alleghany Firehouses	\$	695.26		
Allocated	Alleghany Engines	\$	7,096.70	General Fund (accounts listed above) Total	\$ 35,806.11
	Interest Earned	\$	4.85		
	Total	\$	40,249.50	Reserve account Starting Balance	\$ 40,249.50
				interest earned	
				transfer from savings	
				Reserve account Ending Balance	\$ 40,249.50
				Total ALL FUNDS	\$ 76,055.61



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Treasurers Report cut off date: May 31, 2017

					Beginning Checking Account Balance	\$	11,685.76
Deposits							
Budget	Date	From:	For:		Amount		
Line #							
					Deposits Total	\$	-
Expenditures							
Budget	Ck #	Date	To:	For:			
Line #							
		5/1	Transfer to Savings		\$		9,000.00
	EFT	5/2	EDD a day late!	State Payroll Taxes	\$		34.14
	EFT	5/20	WA Bank Credit Card	Purchases total \$65.53 applied credit balance	\$		34.88
8301				Radio Shack batteries for lifepac	\$	18.34	
8230				Grocery Outlet training supplies	\$	7.63	
8350				Lost Nugget Fuel	\$	39.56	
	2428	5/30	AT&T		\$		35.92
6172.2				Phone Alleghany	\$	17.96	
6172.3				Phone Pike	\$	17.96	
8301	2429	5/30	Banner Communications	radio repair Pike to be reimbursed	\$		95.00
8640	2430	5/30	Reibes Auto	6740 filter and charger	\$		75.99
8301	697	5/30	Kyle Carey	Radio shack reimburse batteries	\$		8.42
	EFT	5/26	PG&E		\$		642.04
6170.2				PG&E Alleghany	\$	140.02	
6170.3				PG&E Pike	\$	119.67	
9171.4				Streetlights - Forest	\$	22.25	
9170.4				Streetlights - Alleghany	\$	360.10	
					Expenditures Total	\$	9,926.39
					Ending Checking Account Balance	\$	1,759.37
					Starting Savings account balance	\$	24,120.35
					transfer from checking		
					transfer to checking		
					transfer to FUNDS	\$	(414.30)
					Ending Savings Account Balance	\$	23,706.05
					General Fund (accounts listed above) Total	\$	25,465.42
					Reserve account Starting Balance	\$	40,249.50
					interest earned		
					transfer from savings	\$	414.30
					Reserve account Ending Balance	\$	40,663.80
					Total ALL FUNDS	\$	66,129.22

German Fire added \$419.15 detail on FUND sheet.
 (absorbed interest income of \$4.85 transfer total \$414.30)



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Resolution 2017-66

A RESOLUTION TO BECOME SUBJECT TO THE UNIFORM PUBLIC CONSTRUCTION COST ACCOUNTING ACT

WHEREAS:

1. Prior to passage of Assembly Bill No. 1666, Chapter 1054, Statutes of 1983, which added Chapter 2, commencing with Section 22000, to Part 3 of Division 2 of the Public Contract Code, existing law did not provide a uniform cost accounting standard for construction work performed or contracted by local public agencies.
2. Public Contract Code Section 22000 et seq., the Uniform Public Construction Cost Accounting Act, establishes such a uniform cost accounting standard.
3. The Commission established under the Act has developed uniform public construction cost accounting procedures for implementation by local public agencies in the performance of or in the contracting for construction of public projects.

THEREFORE BE IT RESOLVED THAT:

1. The Board of Directors of Pliocene Ridge CSD (PRCSD) hereby elects under Public Contract Code Section 22030 to become subject to the uniform public construction cost accounting procedures set forth in the Act and to the Commission's policies and procedures manual and cost accounting review procedures, as they may each from time to time be amended, and directs that the Secretary notify the State Controller forthwith of this election.

BE IT FURTHER RESOLVED THAT this Resolution shall take effect upon its adoption.

CERTIFICATION

The undersigned Clerk of the Board does hereby certify that the foregoing is a full, true and correct copy of a resolution duly and regularly adopted at a regular meeting of the Pliocene Ridge Community Services District held on June 21, 2017 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

VACANT: 1

ATTEST:

Wayne Babros, President
PRCSD Board of Directors

Signature: _____

By: Rae Bell Arbogast
Secretary/Clerk of the Board
Pliocene Ridge Community Services District



CONTRACTS

The Board recognizes that to maintain continuity in the expeditious negotiations of contracts for the District, a procedure of execution must be established.

The Board shall designate a Project Manager to oversee the development of contracts as needed.

When appropriate, an attorney shall review contract documents and comment on them to the Project Manager.

The Project Manager shall have the responsibility for the finalization of the contract and presentation to the Board for final approval.

In the matter of Mutual Aid Contracts, the Fire Chiefs shall serve as Project Manager.
(ENTIRE FOLLOWING SECTION IS NEW)

California Uniform Public Construction Cost Accounting Act

With the adoption of Resolution 2017-66 on June 21, 2017, PRCSD opted to become subject to the California Uniform Public Construction Cost Accounting Act. It is the Policy of PRCSD to comply with the act as it relates to construction work and projects performed by public agencies by utilizing the following procedures:

Informal Bid Procedures

Public projects, as defined by the Act and in accordance with the limits listed in Section 22032 of the Public Contract Code, may be let to contract by informal procedures as set forth in Section 22032, et seq., of the Public Contract Code.

Contractors List

PRCSD shall comply with the requirements of Public Contract Code Section 22034 and shall develop a list of qualified contractors to be added as exhibit A.



Notice Inviting Informal Bids

Where a public project is to be performed which is subject to the provisions of this Policy, a notice inviting informal bids shall be circulated using one or both of the following alternatives:

1. Notices inviting informal bids may be mailed, faxed, or emailed to all contractors for the category of work to be bid, as shown on the list developed in accordance with Section 22034 of the Public Contract Code.
2. Notices inviting informal bids may be mailed to all construction trade journals as specified by the California Uniform Construction Cost Accounting Commission in accordance with section 22036 of the Public Contract Code. Additional contractors and/or construction trade journals may be notified at the discretion of the district, provided however:

If the product or service is proprietary in nature such that it can be obtained only from a certain contractor or contractors, the notice inviting informal bids may be sent exclusively to such contractor or contractors.

If there is no list of qualified contractors maintained by PRCSD for the particular category of work to be performed, the notice inviting bids shall be sent only to the construction trade journals specified by the Commission

Award of Contracts

Contracts shall be awarded by the Pliocene Ridge CSD Board of Directors or designee.