

Ponderosa Community Services District

RESPONSIBLY PROVIDING PURE MOUNTAIN WATER AND EFFECTIVE SNOW REMOVAL

Minutes of meeting
Thursday June 19, 2025

Present:

Directors: G. O'Neill, F. Ohnesorgen, M. Doty

Staff: T. Griesbach, J. Robertson, B. Dolmovic, K. Klemcke

Guests: none

The meeting was called to order at 12:35 pm, followed by the flag salute. O'Neill noted there were no guests.

Comments from the Public

None

Acceptance of Minutes from the April 17, 2025 regular meeting. There was no meeting in May 2025.

O'Neill moved to accept the April 17, 2025 minutes as presented, M. Doty seconded. There was no discussion. The motion carried unanimously.

Staff Reports

General Manager – Griesbach

Mr. Griesbach reported that since the April meeting he:

Took calls from citizens

Spoke with Gerardo Pedraza regarding a new water connection

Submitted employee reports

Met with Klemcke, Dolmovic, connect with Secretary, connected with Treasurer

- The treasurer suggested PCSD contract with a new auditor. Griesbach researched. The current auditor is contracted for 2 years. Any auditor must be state certified. There is an alternative in Visalia. Griesbach will seek a bid for future consideration.

Answered emails from staff

Still need to connect with Dave Stone about finding a small pickup truck to reduce wear on the plow truck

Secretary:

- Jo Ann from RCAC – documentation sent to her. She has provided a draft. Draft needs editing and sent back to her
- Missed putting snow parking ordinance signs onto this agenda – will put on next month. Reminder that hydrant snow removal contract needs to be renewed.
- Had a meeting with Streamline, the new website is almost ready to go live. There are a couple more items I need to complete and schedule our go live meeting. My target is the first week of July
- Started to set up gmail. The free trial ends today. I need to input the PCSD credit card information.
- Had much back and forth with the BOS clerk. They had Beth Benton down as a current director and were sending Form 700 non-filing notices. Their records are finally updated with the correct information.

Our current directors are O'Neill (2028), Ohnesorgen (2026) and Doty (2026).

Which means there will be 4 seats available for election in Nov 2026. At least 2 will be short-term (2 years).

Water Operations report – Dolmovic

Average water use, no major leaks.

System wide water loss is down – directors discussed pursuing grant funds to address water loss
Completed construction on boxes on hillside, included a retaining wall
Debris from road work removed from roadways – next week prepping for road paving
Received rough estimate from Vollmer for \$44,000: 3 inches of asphalt
Will send bid packets to Reeve’s Paving, Bill Bates, Matt Goldsmith – want hard price, no change orders
County RMA crew dumped road patch in places within the subdivision. They did not consult any PCSD representatives, Parminter advised of specific locations they should do, they did not follow the advice.
PCSD has capability to do the repairs to smaller potholes. It will just take longer.
2 hydrants leak; hydrant company rep (from Fresno) will come repair hydrants at Silvertip and Holby
There was talk of getting a golf cart at the April meeting for water company use, Dolmovic recommends a side-by-side instead.

Snow Operations report

Plow truck losing a quart of oil/week – if it is the timing case cover, that is an intensive repair
The truck is currently at Stone Chevrolet; mechanics are still looking for the source of the leak
A FORD garage specialist will check as well. To date cost of \$1000.00
Brakes were replaced for \$3000.00+, not paid yet
Once truck is fixed the plow component needs to go to Sacramento for diagnosis and repair
Other snow removal equipment is secured for the summer
The diesel storage is empty – if the tank needs to be moved this is the time to do it. Griesbach will check safety requirements with County

The general manager and director O’Neill thanked Mr. Dolmovic for all the work he does for the district and the community.

Certified Water Operator – Klemcke

Kirk will bring his 2 guys from Camp Nelson to read the water meters with T. Harness.
Kirk, Bill and Tim met with the State Water Board rep for water system inspection. Everything was good.
Holby 1 needs to be tested for Radium, need a 3-year sanitary survey, continue to test wells as required, complete CCR and cross connection control plan.
Kirk reported that in collecting the mail, the district received a notice that the Government Compensation Report was delinquent. – Secretary believes this is filed by the treasurer or the auditor.

Treasurer’s Report – Landers

Not present to report. Copies of May financials were available for review
Resolutions are needed to move monies within the current budget and establish rates for the 2025-2026 fiscal year.

Resolution 2025-244-F authorizes the treasurer to submit a revised fiscal year 2024-2025 budget to the County of Tulare showing the following transfers of funds:

- \$1,000 from object 740/2020 Water, line 7432 Contingency to 740/2020 Water, line 6012 Social Security.
- \$4,000 from object 740/2010 Snow, line 7021 Maintain Equipment to 740/2010 Snow, line 7043 Special Expense
- \$2,000 from object 740/2010 Snow, line 7021 Maintain Equipment to 740/2010 Snow, line 6001 Salaries
- \$2,000 from object 740/2010 Snow, line 7432 Contingency 740/2010 Snow, line 6001 Salaries

O’Neill moved, Doty seconded to accept resolution 2025-244 as presented. There was no discussion, the motion carried by the following roll call vote. O’Neill – aye, Ohnesorgen – aye, Doty – aye

Resolution 2025-245-W determines:

1. Annual Flat Rate and Tiered Rate Water Service Fees as established by Resolution 2024-235-W for fiscal year 2024-2025 will remain in effect for fiscal year 2025-2026.
2. Fees for Water Service shall be as follows.

Annual Tiered and Flat Rate Service
Schedule 1
Effective July 1, 2025 for fiscal year 2025-2026

Flat rate for all unmetered properties: \$1174.00

Tiered rate for metered properties:

Base – usage to 75,000 gallons/year	\$1174.00
2 nd tier: usage 75,100 – 150,000 gallons/year	\$.30/100 gallons
3 rd tier: usage 150,100 – 250,000 gallons/year	\$.45/100 gallons
4 th tier: usage 250,100 – 1,000,000 gallons/year	\$.50/100 gallons

Applicability

Applicable to all flat and tiered rate water service without regard for property valuation

O’Neill moved, Ohnesorgen seconded to accept resolution 2025-244 as presented. There was no discussion, the motion carried by the following roll call vote. O’Neill – aye, Ohnesorgen – aye, Doty – aye

Resolution 2025-246-S determines:

1. Flat rate service fees as established in Resolution 2024-236-S shall remain in effect for fiscal year 2025-2026
2. Fees for Snow Removal Service shall be as follows

Annual Flat Rate Snow Removal Service Schedule 2
Effective July 1, 2025

Unimproved Residential	\$169.94 per parcel
Improved Residential	\$406.20 per parcel
Oversized Residential	\$784.62 per parcel
(where there were originally 2 or more APN combined into one on the County tax roll)	
Unimproved Commercial	\$219.34 per parcel
Improved Commercial	\$455.70 per parcel

Applicability

Applicable to all rates for snow removal service without regard for property valuation

O’Neill moved, Doty seconded to accept resolution 2025-244 as presented. There was no discussion, the motion carried by the following roll call vote. O’Neill – aye, Ohnesorgen – aye, Doty – aye

Resolution 2025-247-F authorizes the treasurer to submit a request to the County of Tulare requesting a transfer of funds from 740/2020 in the amount of:

- \$13,033.00 to the 735/USDA Short Term Assets Reserve
- \$12,000.00 to the 735/USDA Capital Improvement Reserve
- \$1869.00 to the 735/USDA Debt Reduction Reserve
- \$14,855.50 to the 735 general fund

O’Neill moved, Ohnesorgen seconded to accept resolution 2025-244 as presented. The following discussion reminded directors that these transfers are required by the terms of the current USDA loan. The motion carried by the following roll call vote. O’Neill – aye, Ohnesorgen – aye, Doty – aye

Resolution 2025-248-F adoption of the 2025-2026 fiscal year budgets will be carried forward to another meeting.

Resolution 2025-249-A certifies that the list, created by the secretary, with parcel numbers and amounts are correct, the Board Secretary or Board President are hereby authorized to sign any documents required and directed to give the list to the Tulare County Auditor on behalf of the District for placement on the secured tax roll for collection:

1. Parcel and Assessment listing
2. Direct Charge (Special Assessment) Control Sheet
3. Direct Charge (Special Assessment) Change Authorization Sheet
4. Compliance Certification and Hold Harmless Statement

O’Neill moved, Doty seconded to accept resolution 2025-244 as presented. There was no discussion, the motion carried unanimously.

Business items:

Ongoing items: *These will be completed as weather and time allow.*

Status updates:

- Chain barrier on Holby foot bridge – *DONE! This will be removed from the agenda*
- Gate for access road to Holby well site
- Funding opportunities for a new building to house district equipment and workshop

Old Business – carry forward

- Continuing discussion of Snow Removal rates: current rates related to cost of services, Proposition 218 public hearing requirements, working on justification requirement for rate of increase.
Note: New rates cannot become effective until July 1, 2026, for fiscal year 2026-2027. Education campaign public meetings are not subject to 45-day notice.
- Grant for water system needs – O’Neill and/or Ohnesorgen to report

New business carried forward from April 17, 2025

Policy and procedure review, discussion, possible revision and possible adoption

1. Proposed policy W-305 Water service discontinuance

This proposed policy is based on a procedure adopted on October 14, 2011. The state requires that this policy be made available on the district website, therefore it needs to be written into a formal policy format. *O’Neill moved, Doty seconded to accept Policy W-305 as presented. There was no discussion, the motion carried unanimously.*

2. Proposed procedure W-305 water service discontinuance

This procedure is formalized and will be attached to the above policy for staff use. *O’Neill moved, Ohnesorgen seconded to accept Procedure W-305 as presented. There was no discussion, the motion carried unanimously.*

3. Proposed policy HR-106 District Equipment Use

Review, discussion, possible adoption

This policy formalizes previous discussions and agreement of the directors for employee use of district vehicles/equipment. *O’Neill moved, Ohnesorgen seconded to accept HR-106 as presented. There was no discussion, the motion carried unanimously.*

Upcoming business: Informational only, these are not current action items

Fire hydrant snow removal contract – July through September

Adjourn – 2:40 pm

Minutes prepared by Jennifer Robertson, Board Secretary