

**BOARD OF DIRECTORS**  
**ANDERSON SPRINGS COMMUNITY SERVICE DISTRICT**  
**Official Minutes of the Regular Meeting Held February 10, 2021**

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**CALL TO ORDER.** The Regular Meeting of the ASCSD Board of Directors was called to order at 10:06 a.m., February 10, 2021. Present: Chairwoman Rebecca Davis, Vice Chair Carol McDowell, Director Donna Taylor, Director Caroline Ohsiek, GM Roy and Water Master Auggie Santana were present. Director Weber was absent.

1. **GM MONTHLY REPORT/FINANCIAL REPORT:** unanimously agreed to move to Rate Study discussion item.
2. **WATER MASTER REPORT:** Although no leaks the past 2 months, there's a new leak on Hwy 175 that goes under the highway. It has a temporary fix that may last a year. The pipe is cracked and still settling. Another tree went down at the Spring on Monday.

*Spring root problem:* Getting 3 bids to fix: Josh - 1/8/21 - no bid yet; Brian - 1/9/21 - \$17,000 estimate; Epidendio - 2/9/21: Auggie will follow up on bids after the meeting. Epidendio suggested an exploratory dig first. Auggie's concern: although highly unlikely, could start with a dig, encounter a big rock which if removed could create a void and redirection of water. No guaranteed fix. Recommends Epidendio approach: exploratory dig first, within the next 6 months.

*Motion for WM Auggie Santana to obtain up to 3 bids for exploratory dig at the Spring, and give GM Roy authority to review and select best bid up to \$2,000.* Motion: Director Taylor, 2d: Director Ohsiek, 4 aye, 0 no, 0 abstain.

*Motion to Accept Water Master Report:* CM, 2d CO, 4 ayes, 1 absent.

3. **APPROVE MINUTES OF THE BOARD OF DIRECTORS FOR the REGULAR MEETING HELD OCTOBER 14, 2020; and the SPECIAL MEETING HELD OCTOBER 21, 2020; 2020:** Not distributed. *Motion to move approval of the subject Minutes to the March 10th Regular Meeting:* Director Ohsiek, 2d Director Taylor, 4 aye, 0 no, 0 abstain.

4. **OLD BUSINESS: . Consideration to Adopt District By-Laws:** Because not fully distributed, motion by Director Ohsiek to move this item to the March 10th Regular Meeting. Seconded, Director McDowell, 4 aye, 0 no, 0 no.

5. **OLD BUSINESS: Sale of District Property: Truck.** May have interested buyer. Process: motion or resolution declaring truck no longer necessary and therefore surplus; Notice to the public truck for sale As Is/Not Road Ready, make/model/no battery. Post for 10 days on website, Anderson Springs bulletin boards, possibly Hardester's. Store truck at Director Taylor's property. Email written bids to ASCSD email. Director Taylor to meet with WM Santana to move truck. *Motion to declare truck no longer necessary because it is inoperable and is therefore surplus to the District's needs; it is for sale as-is/not road-ready:* Director McDowell; 2d Director Taylor, 4 aye, 0 no, 0 abstain.

**6. OLD BUSINESS: Consideration of Rate Increase.** GM Roy made small errors on \$110 proposed rate increase amount, that rate is viable, and recommends rate at \$110/month instead of the prior approved proposed increase at \$113/month.

*Motion to rescind prior approved proposed rate increase of \$113/month:* Director Ohsiek, 2d Director Taylor, 4 aye, 0 no, 0 abstain.

*Motion to accept the proposed rate increase amount at \$110/month:* Director Taylor, 2d Director McDowell, 4 aye, 0 no, 0 abstain.

Per GM Roy: can hold public meetings via Zoom, and recommends a *motion: that the COVID pandemic is a continuing emergency and that all ASCSD meetings will be conducted via Zoom until the COVID emergency abates:* Director Ohsiek, 2d Director McDowell, 4 aye, 0 no, 0 abstain.

*Notice of Public Meeting:* The Notice must go to all parcel owners not just customers. GM Roy contacted the County last week for a list of parcel owners. Discussion regarding whether to include rate study in the Notice letter, cost of mailing. Suggestion that if rate study copy requested, methods to disseminate, ease of voting. Written negative votes by majority of parcel owners governs the outcome. GM Roy will prepare Notice Letter because she has all the information.

*Zoom/Public Meeting:* Working target date: May 1, 2021. Zoom: *Motion to authorize GM Roy to purchase Zoom account for ASCSD to accommodate 300 people for \$200.00/year:* Director Ohsiek, 2d Director McDowell, 4 aye, 0 no, 0 abstain.

**7. NEW BUSINESS:** As performance and fraud protection, GM Roy's Recommendation for Quarterly Review by Board or Board Designee to review GM Bank reconciliations and financial data given to Board. Purpose: to verify job being done properly and information given to Board is accurate. GM Roy recommends moving discussion to next Regular Meeting March 10th to decide stand-alone policy? In Bylaws? Quarterly reviews? Board Member or outside CPA?

*Motion to appoint Director McDowell to perform quarterly review of ASCSD financials with GM Roy for Fiscal 2020-2021:* Director Ohsiek, 2d Director Taylor, 3 aye, 0 no, 1 abstain.

*Next Regular Meeting: March 10, 2021 at 10:00 a.m.*

*Motion to Adjourn: at 1:07 p.m.:* Director Taylor, 2d Director Ohsiek, 4 aye, 0 no, no abstain.