

Minutes of the Regular Public Meeting
Of the
Board of Directors of the Camp Meeker Recreation and Park District
Tuesday, November 17, 2009 7:00 p.m.
District Office, 5240 Bohemian Highway (Next To Firehouse)
Camp Meeker, California 95419

I. Call To Order

The meeting was called to order by President Crawford at 7:00 p.m.

II. Roll Call

Directors Crawford, Anderson, Helfrich and Lemmer were present. Director Meyer was absent.

III. Approval of Agenda

As there were no additions, deletions, or corrections to the agenda as posted, A MOTION WAS MADE BY GARY HELFRICH, SECONDED BY CATHIE ANDERSON TO APPROVE THE AGENDA AS POSTED.

The motion was approved. Ayes: 4 Noes: 0 Absent: 1 Abstain: 0

IV. Statements of Abstention

There were no statements of abstention.

V. Public Comment

Gary Helfrich welcomed the newly elected Board members and stated that he was certain that they would find it a learning experience as he has.

Jeff Fawcett related that he had been down to the beach and creek area and the bridge and creek restoration project are "a thing of beauty."

Michael Ming expressed gratitude to the Board members who are leaving for their contribution to the community.

VI. Consent Items

A. Approval of Minutes

1. Minutes of October 20, 2009

As there were no additions, deletions or corrections to the minutes of October 20, 2009, A MOTION WAS MADE BY AMY LEMMER, SECONDED BY GARY HELFRICH TO APPROVE THE MINUTES OF OCTOBER 20 AS SUBMITTED.

The motion was approved.

Ayes: 4 Noes: 0 Absent: 1 Abstain: 0

B. Payment of Claims

A MOTION WAS MADE BY GARY HELFRICH, SECONDED BY AMY LEMMER TO APPROVE WARRANT REQUESTS G2009-2010-005 REC & PARK (NOVEMBER) \$5,235.56, W2009-2010-005 WATER (NOVEMBER) \$13,637.96, AND D2009-2010-004 DAM REMOVAL \$84,634.01.

The motion was approved.

Ayes: 4 Noes: 0 Absent: 1 Abstain: 0

C. Approval of Federal Reserve Draw-NOAA Grant

A MOTION WAS MADE BY AMY LEMMER, SECONDED BY GARY HELFRICH TO APPROVE FEDERAL RESERVE DRAW #6 IN THE AMOUNT OF \$84,504.01. The motion was approved.

Ayes: 4 Noes: 0 Absent: 1 Abstain: 0

D. Administrative and Financial Report

Ms. Doran-Girard advised of several items of correspondence including expected receipt of Prop 1A Securitization funds, the Water Resources Control fee increase and the increase in cost of the Anderson Hall pay phone.

VII. MONTHLY REPORT OF WATER SYSTEM OPERATOR

Hal Wood reported that he had an inquiry from a real estate agent and assumes there may be a new connection for Eric Miller's parcel. Discussion ensued. Mr. Wood was instructed to follow up with a letter advising that the property owner must demonstrate that the parcel is buildable prior to a next connection processing would be considered.

Mr. Wood also advised that the new hydrant is to be installed at Alliance Redwoods on November 18. With respect to the Capital Plan submitted, he stated that he overlooked the addition of property acquisitions and conservation programs that could be funded from the capital fund.

VIII. Action Agenda

A. Water Connection: 160 Redwood

Gary Helfrich informed the Directors that legally this is a vacant lot as there is no connection. Article 89 of the County zoning code states after 12 months abandonment, use permit ceases. This will be an issue for an upcoming board in the event that further action is required.

B. Water Main Repair-Tower Bridge

Gary Helfrich advised that the temporary bridge that has been installed is to all intents and purposes becoming permanent as it is very unlikely repairs will be done by the County within the next two years. The 8" main is a critical part of the CMRP water system and breakage could drain the Morelli (half million gallons of water) tank in the event of a failure. Mr. Wood has proposed funding in the capital plan and a permanent solution to the current installation should be considered.

A MOTION WAS MADE BY GARY HELFRICH, SECONDED BY CATHIE ANDERSON TO DIRECT THE WATER SYSTEM OPERATOR TO PROCEED WITH REPAIRS TO STABILIZE THE PIPING AT THE TOWER BRIDGE AND PROVIDE THE DISTRICT WITH AN ITEMIZED STATEMENT FOR THE REPAIRS. The motion was approved. Ayes: 4 Noes: 0 Absent: 1 Abstain: 0

- C. Resolution #17: Capital Fund Designation and Replacement Plan
Gary Helfrich reviewed the replacement plan and the intent of the motion to designate the funds for replacement/improvement purposes.
After discussion, A MOTION WAS MADE BY GARY HELFRICH, SECONDED BY CATHIE ANDERSON TO APPROVE RESOLUTION #17 TO DESIGNATE FUNDS FOR WATER SYSTEM CAPITAL REPLACEMENT AND IMPROVEMENT PURPOSES.
The motion was approved. Ayes: 4 Noes: 0 Absent: 1 Abstain: 0
- D. Update: Dam Removal/Creek Restoration Project
Aimee Crawford reviewed the plans for the project celebration scheduled for November 21st. Aimee advised that both the bulletin board adjacent to the post office and the basketball court are to be replaced/repared.
No action was taken.
- E. Redwood Trees
- 1.) Amy Lemmer read a letter addressed to members of the Armand Girard family regarding the recent removal of redwood trees in the Armand Girard grove;
 - 2.) A MOTION WAS MADE BY GARY HELFRICH, SECONDED BY CATHIE ANDERSON TO GET AN ESTIMATE FROM LICENSED ARBORISTS TO PROVIDE AN OPINION REGARDING TREE HEALTH. SCOPE OF WORK IS TO ENCOMPASS ALL CMRP PUBLIC USE RECREATIONAL PROPERTY IN THE DISTRICT.
Discussion ensued.
The motion was revised to read: "TO PREPARE AND PROVIDE LIST OF INDIVIDUAL ARBORISTS FOR THE INCOMING BOARD. THE ARBORISTS PURPOSE WILL BE TO EVALUATE RECREATION AND PARK PARCEL TREES AS WELL AS THOSE IN THE ARMAND GIRARD GROVE."
The motion was approved. Ayes: 4 Noes: 0 Absent: 1 Abstain: 0
 - 3.) The Board discussed the hiring of a contractor/engineer to evaluate the condition of the firehouse foundation and Amy Lemmer advised that she felt this is covered in the Fire Department lease agreement. Carolyn Riseley stated that she felt the contractor/engineer's specific purpose pertaining to the foundation is relative to the cutting of trees in the Armand Girard grove.
After considerable discussion, A MOTION WAS MADE BY GARY HELFRICH, SECONDED BY CATHIE ANDERSON THAT IF THE FIRE DEPARTMENT ASSERTS THAT TREE HARVESTING IN THE ARMAND GIRARD GROVE IS NEEDED WITH RESPECT TO THE FIREHOUSE FOUNDATION, THE DISTRICT WILL HAVE AN INDEPENDENT ENGINEER PROVIDE A PEER REVIEW PRIOR TO ANY HARVESTING IN THE ARMAND GIRARD GROVE.
The motion was approved. Ayes: 4 Noes: 0 Absent: 1 Abstain: 0

4.) The Board discussed formation of a subcommittee whose purpose will be to meet with the family of Armand Girard. A MOTION WAS MADE BY GARY HELFRICH, SECONDED BY AMY LEMMER THAT THE BOARD WILL FORM A SUBCOMMITTEE TO MEET WITH THE FAMILY OF ARMAND GIRARD. CATHIE ANDERSON WILL SERVE AS LIAISON TO THE FAMILY.
The motion was approved. Ayes: 4 Noes: 0 Absent: 1 Abstain: 0

- F. Draft Financial Statements 6/30/2009 Board Approval
The Board reviewed suggested changes to the 6/30/2009 draft financial statements provided by Larry Johnson, CPA; and subsequently, A MOTION WAS MADE BY GARY HELFRICH AND SECONDED BY AMY LEMMER TO DIRECT LARRY JOHNSON, CPA TO EFFECT CORRECTIONS TO THE DRAFT FINANCIAL STATEMENTS OF 6/30/2009 AND PUBLISH THE FINAL FINANCIAL STATEMENTS FOR THE FISCAL YEAR ENDED 6/30/2009.
The motion was approved. Ayes: 4 Noes: 0 Absent: 1 Abstain: 0
- G. Camp Meeker History Project
The Board discussed options for developing a historical archive for the Camp Meeker community.
After discussion, A MOTION WAS MADE BY GARY HELFRICH SECONDED BY AMY LEMMER THAT CATHIE ANDERSON BE APPOINTED TO HEAD THE CAMP MEEKER HISTORY PROJECT ASSISTED BY SETH MURCHISON.
The motion was approved. Ayes: 4 Noes: 0 Absent: 1 Abstain: 0
- H. Anderson Hall Renovations, Estimates and Plan
Cathie Anderson presented estimates and plans for continued renovations to the Anderson Hall kitchen. After discussion, A MOTION WAS MADE BY CATHIE ANDERSON, SECONDED BY GARY HELFRICH TO APPROVE RENOVATIONS TO THE ANDERSON HALL KITCHEN BY SAM'S CABINETS IN THE AMOUNT OF \$3,100 AND REPLACEMENT OF THE GREASE TRAP AT A COST NOT TO EXCEED \$1400.00.
The motion was approved. Ayes: 4 Noes: 0 Absent: 1 Abstain: 0
- I. Monte Rio Land Acquisition
The Board discussed the progress of approaching the Monte Rio Recreation and Park District regarding purchase of land adjacent to the District's well site with Gary Helfrich relating the history of the well site and the benefits of acquiring approximately ½ acre surrounding the site.
A MOTION WAS MADE BY GARY HELFRICH, SECONDED BY CATHIE ANDERSON THAT THE NEW BOARD CREATE A STANDING COMMITTEE TO DISCUSS THE PURCHASE OF LAND ADJACENT TO THE WELL SITE WITH THE MONTE RIO RECREATION AND PARK DISTRICT AND FINALIZE THE PURCHASE.
The motion was approved. Ayes: 4 Noes: 0 Absent: 1 Abstain: 0

- J. Low Flow Toilet Program
Discussion of developing a low flow toilet program was referred to the incoming Board.
No action was taken.
- K. Parking Lot Guard Rails
Discussion was initiated regarding the unsafe condition that exists at the guardrails adjacent to the post office in the parking lot. As part of the bridge project, PCI will drag the log to effect a temporary safeguard. The new board will be responsible for gathering estimates to repair the unsafe condition and have appropriate standards installed.
- L. The Old Sawmill Site
The structure near the Tower Road bridge is Melvin Meeker's 1866 sawmill and is in need of active restoration.
A MOTION WAS MADE BY GARY HELFRICH, SECONDED BY AMY LEMMER TO DIRECT STAFF TO RESEARCH RESTORATION OPTIONS, CONFER WITH SETH MURCHISON WHO WILL CONTACT STURGEON, AND PRESENT A REPORT TO THE INCOMING BOARD.
The motion was approved. Ayes: 4 Noes: 0 Absent: 1 Abstain: 0
- M. Board Transition
The exiting and new Board members were advised of administrative tasks necessary to effect a smooth transition regarding the Bank of the West account and other financial matters prior to the December meeting.
A MOTION WAS MADE BY GARY HELFRICH, SECONDED BY CATHIE ANDERSON TO SIGN A LETTER TO BANK OF THE WEST REGARDING EXITING CHECKING ACCOUNT SIGNERS AND DIRECT STAFF TO HANDLE TRANSITION MATTERS.
The motion was approved. Ayes: 4 Noes: 0 Absent: 1 Abstain: 0
- N. Suggestions For Agenda Items by Email
Present policy allows members of the public to suggest items for an upcoming Agenda, by submissions through the regular US Mail Service. There is no requirement in the law to add such items on the next (or any) Agenda, but the Board has adopted this approach, in part, to help insure that business affecting the District is brought to the Board's attention. After all the matters necessary to conduct the District's business are reviewed, an Agenda is drawn up. It has been proposed to expand the methods of communication of such prospective items from the members of the general public by allowing such submissions to be transmitted to the District's secretary through email.

A MOTION WAS MADE BY GARY HELFRICH, SECONDED BY AMY LEMMER TO ALLOW THE PUBLIC TO SUBMIT AGENDA ITEMS BY EMAIL AS LONG AS SAID ITEMS ARE SUBMITTED WITHIN THE ESTABLISHED TIME FRAMES AND CONTAIN A CLEAR STATEMENT OF THE ITEMS TO BE ADDRESSED AND INCLUDE BACKGROUND DATA, IF AVAILABLE.

The motion was approved. Ayes: 4 Noes: 0 Absent: 1 Abstain:0

IX. Directors' Reports

Cathie Anderson suggested that the new Board would have to explore printing options as this has been provided pro bono by Fred Meyer in the past.

Amy Lemmer questioned the progress of the bus stop replacement.

Aimee Crawford stated that she would like to acknowledge Gary Helfrich and Fred Meyer for their many years of service to the Camp Meeker Recreation and Park District.

Both Amy Lemmer and Gary Helfrich expressed their appreciation to Aimee Crawford of her service to the District as well as exemplary handling of the Dam Replacement project.

Dave Zappa expressed the community's gratitude to all Board members for their dedication to the Camp Meeker community.

X. Adjournment

As there was no further business to be brought before the Board at this time. a motion was made by Gary Helfrich, seconded by Amy Lemmer to adjourn the regular meeting of the Camp Meeker Recreation and Park District Board of Directors.

The motion was approved. Ayes: 4 Noes: 0 Absent: 1 Abstain: 0

The meeting adjourned at 9:45 p.m.

Respectfully submitted,

Cheryl Doran-Girard

Rev. 12/8/2009