

# WALLACE COMMUNITY SERVICES DISTRICT

P.O. Box 398, Wallace, CA 95254 209 763-2699

SPECIAL MEETING, Board of Directors

## Minutes

Thursday, October 23, 2008

**Mark Fusselman's Barn, 9500 Wallace Lake Drive, Wallace Ca 95254**

Last minute documents were available at the meeting room entrance at 6:30 PM to allow members of the public to review.

### CALL TO ORDER AND ROLL CALL

The meeting was called to order at 7:00 by Board President Mark Fusselman. Present were Directors Bill Pugh, Floran Schneider, Chuck Cantoni and Mark Fusselman. Director Guantone was absent. Also present: General Manager David Edwards.

### SPECIAL AGENDA

#### **1. APPROVAL OF AN IDENTITY THEFT PREVENTION PROGRAM (Continued from the Meeting of October 9, 2008)**

Details of an Identity Theft Prevention Program were reviewed. After lengthy discussion led by Director Fusselman, the program was approved by the Board.

*Motion:* Pugh

*Second:* Cantoni

*Passed:* 4-0-0-1

#### **2. WATER TREATMENT PLANT OPERATIONS MANUAL (Continued from the meeting of October 9, 2008)**

The need for and proposed content of a Water Treatment Plant Operations manual was discussed. Engineer Gary Ghio made available a sample manual, written for another district, for review by Board members and the public. After discussion, including verbal Board guidance on content and encouraging GM Edwards to provide as much information and documentation as possible, the Board approved having the District Engineering office proceed with the project, on the basis of cost not to exceed \$5,000.

*Motion:* Pugh

*Second:* Schneider

*Passed:* 4-0-0-1

#### **3. DEPOSIT REQUIREMENTS FOR FOUNDATION HOMES**

Director Cantoni reported that Foundation Homes, Tres Lagos Developer, is behind in payments due the District. Discussion ensued on using the developer's deposits to pay off the amount due.

A motion was made to allow use on the developer's deposits to make payment, allowing the General Deposit to go to \$0.00. This will leave slightly more than \$1,500.00 in the Plan Check Deposit, which will allow the District to perform plan check services up to that amount. Further, the motion directed Director Cantoni to inform the developer by letter that they must restore the General Deposit to the

original level before any additional other work can be undertaken by the District on behalf of the Developer.

*Motion:* Cantoni

*Second:* Pugh

*Passed:* 4-0-0-1

**4. BANK ACCOUNT QUERY AUTHORIZATION AND SIGNATURE AUTHORITY**

GM Edwards presented a draft proposed letter to the District's bank, authorizing the bank to provide account information to the District's account, Barbara Kascht. The letter was signed by directors present. Mr. Edwards also pointed out that the directors need to coordinate a new signature card event at the bank to update signer information.

**5. ADJOURNMENT TO THE MEETING OF NOVEMBER 13, 2008**

Upon motion made and seconded, the meeting was adjourned at 9:00 pm.

Respectfully Submitted:

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David Edwards, Secretary

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Mark Fusselman, President