



The Oaks Community Association

5607 Jackson Valley Road • Lone, CA 95640-9629

Phone 209-274-6056 Fax 209-274-6058

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Board of Directors Meeting Minutes

Tuesday, February 19, 2019

Regular Meeting Minutes:

Call to Order:

Meeting was called to order by President R. Brown at 6:00 pm.

Pledge of Allegiance:

The Pledge of Allegiance was delivered.

Roll Call of Directors:

Directors Present: S. Brown, R. Brown, Calhoun, Hutson, Lopez, Morrison and Six.

Approval of Minutes:

Director S. Brown moved to accept the minutes of January 15, 2018 Regular and Executive meetings. Director Hutson seconded. The motion passed: 7-0-0-0.

Open Forum:

There were no Open Forum comments.

Treasurer's Report:

Community Manager Bailey stated the report was not completed due to illness. Director Hutson moved to table the Treasurer's Report for one month. Director S. Brown seconded. The motion passed: 7-0-0-0.

Maintenance Report:

Director Morrison delivered the Maintenance Report. Director Morrison reported the clubhouse roof and the entry gates have both been repaired.

Community Manager Report:

Community Manager Bailey delivered the Community Manager Report.

A new state law requiring all employer, with 5 or more employees, to provide sexual harassment training for supervisors and employees will take effect January 1, 2020.

Community Manager Bailey asked the Board to approve \$1,500.00 to purchase Sexual Harassment and OSHA compliance training videos. OSHA compliance training videos will include heat training, injury and illness prevention and pathogen training. Director S. Brown moved to approve \$1,500.00 for training videos. Director Lopez seconded. The motion passed: 7-0-0-0.



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Director S. Brown asked Community Manager Bailey to research what color the various water hydrants should be painted. President R. Brown stated potable should be yellow; non-potable should be violet. Director S. Brown stated raw water should be orange per the Fire Chief. Community Manager Bailey will verify colors with the Fire Chief before painting the hydrants. Community Manager Bailey stated Tommy's Garage did not receive title to the 2002 white Ford Escort. She would like to make sure the Board still wants to sign the Escort over to Tommy's Garage. Director S. Brown stated that was what he remembers. Director Morrison said he is not in favor of the transfer because Tommy's charged to tow and diagnose the Escort. The car has to be worth something. Community Manager Bailey stated Tommy's did not charge for checking the Escort. The Board agreed to sign over the Escort to Tommy's Garage. Community Manager Bailey stated the white Ford pick-up is not going into gear properly. She asked if a board member wanted to look at it or should it be taken to Tommy's Garage. The original direction from the Board was to drive it until it dies. President R. Brown stated it is probably the transmission. Director Lopez asked if this is the same truck that was just at Tommy's. Director S. Brown stated both trucks have been at Tommy's. Director Calhoun asked how much has been spent on the truck to date. Director S. Brown stated only the purchase price of \$2,300.00 has been spent. President R. Brown stated it is not very expensive to have the transmission serviced. Director Calhoun stated we should have it look at and possibly serviced. Director S. Brown stated if it's drivable to Tommy's, then yes, have them look at it. If it's not drivable, could it be towed. Director Hutson asked if anyone has checked the fluid in it. Community Manager Bailey stated yes. President R. Brown suggested the transmission be serviced to see if that would fix the problem. Community Manager Bailey reported the John Deere tractor needs new tires and a new mow deck. A new mow deck was approved several years ago; however, it was not needed at the time and the purchase was deferred. New tires will cost \$1,080.00 and the mow deck is \$1,600.00. Director Morrison moved to purchase four new tires and a new mow deck for the John Deere tractor. Director Calhoun seconded. The motion passed: 7-0-0-0. Community Manager Bailey presented a bid with descriptions of the playground equipment she would like to purchase. She would like to Board's approval to expand the playground and forego the volleyball court. Director S. Brown moved to expand the playground area and not build a volleyball court. Director Morrison seconded. The motion passed: 7-0-0-0.

Wastewater Report:

Community Manager Bailey delivered the Wastewater Report. The software program to remotely check the flow meter data has been received. This software allows the data to be checked remotely, eliminating the need for someone to be onsite to gather data over the weekend. There was a problem with the compatibility of the flow meter with the software, so it has been returned. The flow meter company is looking into a solution to the problem.



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Treated Water Report:

Community Manager Bailey delivered the Treated Water Report. Jackson Valley Irrigation District (JVID) rescheduled the connection date to mid-March due to a back-flow device not being installed at the connection point to the Oaks Community. President R. Brown stated the state approved plans did not include a back-flow and now the State is requiring one. Director Calhoun asked about residents being bill while they are flushing their pipes during the changeover. Community Manager Bailey stated there will be two meter readings, one before the changeover and one a few days after. The first will be the end reading for the April bill and the second will be the beginning reading for the May bill.

Community Manager Bailey presented the water treatment plant closure plan. The plan has already been passed by the State.

Community Manager Bailey stated Director S. Brown is concerned about the odor from the pond once the water treatment plant is no longer in operation. He would like the Board to consider installing an aeration system in the pond. Richard Nurse, plant operator, agrees that an aeration system would be beneficial. Director S. Brown stated a top sprinkler is one option, but it only aerates the top. He recommends a perforated pipe system be install across the bottom of the pond. It is a little more expensive, but it is the preferred system. The Board directed Community Manager Bailey to research the different types of aeration systems. Bradley Hobgood is scheduled to test for his distribution certification next month. Once he passes the state test he will become the certified distribution operator.

Social Committee Report:

Director Calhoun reported the Superbowl party was a success. Everyone had a lot of fun. There were approximately 25 people in attendance. The game was shown on the big screen.

Design Review:

There were no design reviews before the board.

Discussion and Possible Action Related to Use of Fire Pits in the Community and Possible Adoption of Rules pertaining to Fire Issues

Committee members: Directors S. Brown and Calhoun

Director S. Brown explained there have been several residents using fire pits. Directors S. Brown and Calhoun asked for direction regarding allowing open flame fire pits. The Fire Code does not address mobile home communities; however, it does allow portable fire units at one- and two-family dwellings. However, the code does allow HOA's to restrict portable fire units. Director Calhoun stated there are two types of fires; indoor and outdoor. The committee wants to stress to everyone not to burn trash or Christmas trees in an indoor fireplace. Most outdoor fire pits are for ambiance. While a lot of fire pits are propane, some burn wood and wood



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products. The committee is seeking direction regarding allowing open flame wood burning fire pits with a spark arresting screen. President R. Brown asked how many fire pits we have in the community. Director S. Brown stated he didn't have an exact number, but he has seen a few. The risk is how to ensure someone in their backyard is using a spark arrestor. Director Calhoun stated the rule would include the type of fire pit allowed, when a fire pit can be used, what type of material can be burned, and mandatory clearances. Director Lopez asked who is going to monitor people using a fire pit. Director Calhoun stated the rules are for people who follow rules. Director Lopez stated she doesn't not want to allow any fire pits. Director S. Brown asked for a consensus of yes or no, regarding open flame fire pits. The majority of the Board said no to open flame fire pits. Director S. Brown stated the committee will submit a draft of the proposed rule change next month.

Discussion and Possible Action Related to Storage Shed

Community Manager Bailey presented several options for a storage shed for the golf cart and some tools, no records or papers. Director S. Brown asked about the maintenance of wood sheds. Plastic sheds are lower maintenance. Director S. Brown moved to approve a maximum of \$2,000.00 to purchase a shed, including all materials and labor. Director Hutson seconded. The motion passed: 7-0-0-0

Future Agenda Items: Director S. Brown would like to discuss installation of a solar system for the clubhouse and wastewater plant.

Meeting adjourned at 7:06 pm.

Executive Session

Tuesday February 19, 2019, 6:00 PM

Type of Meeting: Executive Session

The board reconvened in Executive Session at 7:15

- Discussion and Possible Action Related to Delinquent Account and Violation Letters – No action was taken.
- Discussion and Possible Action Related to Pending Litigation. The board gave direction to the Community Manager related to possible pending litigation.

A motion was made by Director S. Brown to adjourn the Regular and Executive meeting. Seconded by Director Hutson. Motion passed 7-0-0-0

Meeting was adjourned at 8:40



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Submitted By:

Ann Hutson, Secretary

03/19/2019