

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS OF
SIERRA LAKES COUNTY WATER DISTRICT**

Date: Friday July 12, 2019 / **Time:** 6:00 p.m. / **Place:** 7305 Short Road, Serene Lakes, CA

I. Open Meeting:

Roll Call: Directors in attendance at the Sierra Lakes Boardroom were:

Director Michael Lindquist
Director Dan Stockton
Director Richard Simpson
Director Karen Heald

Director Bob McCormick was absent from the meeting.

Staff members present: Paul Schultz, General Manager
Anna Nickerson, Financial Consultant

Staff present by phone: Jeffrey Mitchell District Counsel

Guests present: None

Minute Recorder: Anna Nickerson, Financial Consultant

II. Public Forum: An opportunity for members of the public to address the Board on items that were not on the agenda. There were no comments.

III. Approve Agenda: The agenda was presented to the Board for approval. Director Lindquist said, based on the conversation Mr. Schultz, General Manager, had with Mr. Benson regarding his heating oil fuel tank upgrade/compliance, item 7A was removed from the agenda.

A motion was made by Director Heald and seconded by Director Stockton to approve the agenda as modified. The motion passed by a unanimous vote.

IV. Public Comments: An opportunity for the Board to consider comments received from the public after the agenda was posted, regarding items on the agenda. Mrs. Nickerson reported that there were no comments received after the agenda was posted.

V. Operations: Mr. Schultz's operations report was presented to the Board for consideration and possible action. Mr. Schultz reported:

- Donner Summit PUD's wastewater treatment plant flows report was not available at the time of his operations report. The information would be updated in his August report. However, his calculation showed that Sierra Lake's flows through the plant were currently at 38.5%.
- Mr. Benson had concerns regarding the heating oil tank requirements outlined in the District's Ordinance. A meeting would be scheduled in the next few weeks to address his concerns.

- Steven Bartnik from Custom Electric, was up to install LED lighting in the operations office. The electrician was able repair the wiring that was unnecessary or not up to code, providing more effective lighting.
- Ken Weakley from Mountain Electric, came to check the buried conductors for the emergency power to SPS 2. There had been some problems during the previous winter but no issues were identified. Further testing would be scheduled if the problem returns.
- Staff fixed the signage around the lake and the railing on the fencing by the Bales pump station.
- Staff assisted SLPOA with removing sand from the lake using the District's backhoe.
- Lake level was at 3.9 inches at the beginning of the month and dropping.
- The District was still less than 50% of mcl for disinfection byproduct. Mr. Schultz anticipated the District would go to annual reporting as long as the mcl levels continued at the current levels.
- Mr. Schultz anticipated that the new program established with Placer County, regarding jurisdiction over water/sewer lateral testing requirements in conjunction with remodel/addition permits, was going to work well.
- A repair was made to try to stop the water leak on Donner Drive. However, now there appears to be a leak at the saddle. A repair to the saddle would be scheduled in the fall; possibly replacing the line from valve to valve if time permits.

Director Heald asked Mr. Schultz to forward her a copy of Placer County's policy regarding inspection of water/sewer laterals.

Director Heald asked if Mr. Schultz was familiar with the issues regarding tree trimming done on District property. Mr. Schultz said he spoke with Mr. Quesnel about the topic and that his concern was the hazardous trees not on District property. Director Heald said Mr. Quesnel's timecard stated that he had a meeting with a homeowner about trimming trees on District property and was concerned about the history of homeowners using District property as their own. Mr. Schultz said he and Mr. Quesnel met with the customer and that the problem was that the customer was looking for a better view. He said Mr. Quesnel told the customer that the District didn't have a problem with trimming or removing distressed trees but trees would not be trimmed/removed to improve a view. Director Heald also wanted to make Mr. Schultz aware of his authority for issuing Administrative Penalties for the unapproved removal of trees or use of District property.

Director Heald asked if Mr. Schultz had any information regarding the Soda Springs Rd. bridge replacement project that was also noted on Mr. Quesnel's timecard. Mr. Schultz said he had no new information but would be meeting with the County engineer within the next few weeks. Director Simpson said he thought the project had been postponed a year due to permitting and funding problems.

VI. Consent Items Calendar:

The Consent Items Calendar was presented to the Board for action. The Consent Items Calendar included the minutes from the June 14 2019 Regular Meeting; June 2019 Check Register; Disbursements for Board Approval; and financial reports for the month ending June 30, 2019. Director Simpson said he didn't want to pull anything off but was surprised the District had a washer and dryer. He felt it was appropriate and assumed that it was for washing work clothes; Mr. Schultz confirmed that was the reason.

A motion was made by Director Stockton and seconded by Director Heald to approve the Consent Items Calendar. The motion passed by a unanimous vote.

VII. New Business:

A. The letter from Rich Benson, 9255 Pahatsi Road, dated July 3, 2019, regarding an above ground fuel oil heating storage tank & containment piping was removed from the agenda.

B. Mrs. Nickerson's memorandum titled "Consulting Services Agreement for GASB 75 Actuarial Valuation", dated July 5, 2019, was presented to the Board for consideration and possible action. Mrs. Nickerson said she discussed the proposals with the auditors and spoke with Catherine at McLeod Watts. Based on the discussions it was agreed that Approach 2 made the most sense based on the 6/30/19 report date. The main reason for choosing Approach 2 was that all the percentages needed to calculate the liability were already known and the report would still be good for two years.

A motion was made by Director Simpson and seconded by Director Heald to approve the consulting agreement with McLeod Watts for Approach 2. The motion passed by a unanimous vote.

C. "Resolution 2019-853 Establishing 2019 Appropriations Limitation", was presented to the Board by Mrs. Nickerson for consideration and possible action. Mrs. Nickerson stated that the annual calculation of the Appropriation Limitation was an audit requirement.

A motion was made by Director Simpson and seconded by Director Stockton to approve Resolution 2019-853. The motion passed by a unanimous vote.

VIII. Old Business: There was none.

IX. Administration:

A. A list of Follow-up Items from the June 14, 2019, Board meeting was presented to the Board for consideration and possible action. No changes were made.

B. The Status of Action Items remaining as of the July 2019 Board meeting was presented to the Board for consideration and possible action. The Office Procedures Manual would be finalized after Director Simpson had a chance to review it. Mr. Quesnel's name would remain on the Policies and Procedures Review/Update, Urgent Matter Protocol and Best Management Practices for Fertilization. Mr. Schultz's name would replace Mr. Quesnel's name on the AMR Data Collection & Analysis and Insurance Coverage Review. Mr. Mitchell said he would like to talk with Mr. Schultz regarding the insurance review and ask questions of the ACWA/JPIA contact with an anticipated completion within the next few months.

X. Adjournment

A motion was made by Director Heald and seconded by Director Stockton to adjourn the meeting. The motion passed by a unanimous vote.

The minutes were approved at the Regular Meeting held on August 9, 2019, as part of the Consent Items Calendar. A motion was made by Director Heald and seconded by Director Simpson to

approve the Consent Items Calendar. The motion passed by a roll call vote. Ayes: Directors Stockton, Heald, Simpson, McCormick and Lindquist. Noes: none. Abstentions: none. Absent: none.