# BOARD MEETING MINUTES*

## Meeting Date: February 6, 2020

(*In order discussed)

February 6, 2020
6:30 p.m.

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|---|---|
| **Board Members Present:** | Tim Lipinski<br>Gaylord Schaap<br>Rich Holmer<br>Sukey Robb-Wilder |
| **Board Members Absent:** | (None) |
| **Staff in Attendance:** | Ed Fortner, General Manager<br>Julie Kenny, Secretary to the Board |
| **Others in Attendance:** | Rachel Hundley, Legal Counsel<br>Larry Spillane |

## I. CALL TO ORDER (6:30 p.m.)

The properly agendized meeting was called to Order by President Richard Holmer at 6:31 p.m.

## II. CHANGES TO AGENDA and DECLARATION OF CONFLICT (6:32 p.m.)

Director Robb-Wilder suggested moving Item D (FY 2020-25 Capital Improvement Program) to be heard before Item B (Res. 20-04 re CDBG Application). There were no objections.

## III. CONSENT CALENDAR (6:33 p.m.)

President Holmer reviewed the items on the Consent Calendar. Director Schaap moved to approve the Consent Calendar. Director Lipinski seconded. Motion carried 4-0, except that Director Schaap abstained as to the Minutes of the December 5, 2019 meeting and Director Robb-Wilder abstained as the Minutes of the January 2, 2020 meeting due to being absent at those meetings. The following items were approved:

A. Approval of the Minutes of the December 5, 2019 and the January 2, 2020 Board Meetings

B. Approval of Operations Warrants/Online payments/EFT payments.

C. Receipt of Item(s) of Correspondence: (None.)

## IV. PUBLIC COMMENT (6:35 p.m.)

(None.)

## V. ADMINISTRATIVE (6:35 p.m.)*

**in the order discussed*

**V-A.** **(6:35 p.m.) Discussion/Action re Interviews and Appointment for a replacement for resigned Board member Pip Marquez de la Plata.** The GM provided a brief overview of this item. Discussion ensued. Public comments were made by Larry Spillane. Further discussion ensued. Director Robb-Wilder moved to appoint Larry Spillane to the vacant Board seat. Director Lipinski seconded. Motion carried 4-0.

**V-D.** **(7:09 p.m.) Discussion/Action re Resolution 20-05, Approval of the FY 2020-2025 Capital Improvement Program.** The GM provided an overview of this item. Discussion ensued. Director Robb-Wilder moved to approve Resolution 20-05, Adopting the FY 2020-2025 Capital Improvement Program. Director Schaap seconded. Motion carried 4-0.

**V-C.** **(7:32 p.m.) Discussion/Action re Grant and Drinking Water State Revolving Fund (DWSRF).** The GM provided an overview of this item. Board discussion ensued. No action was taken.

**V-E.** **(7:44 p.m.) Discussion/Action re FY 2019-20 2nd Quarter Actual vs. Budgeted Operating and Capital Expenses and County Balances.** The GM provided an overview of this item. Board discussion ensued. No action was taken.

**V-F.** **(8:03 p.m.) Discussion/Action re FY 2020-21 Capital and Operating Budget.** The GM provided an overview of this item. Discussion ensued. No action was taken.

**V-G.** **(8:12 p.m.) Discussion/Action re Resolution 20-06, Approve Water Services Rate Study Contract (after reviewing RFP responses).** The GM provided an overview of this item. Discussion ensued. Director Schaap moved to adopt Resolution 20-06, Approving the Contract for Professional Services for a Water Services Rate Study with Bartle Wells Associates and Authorizing the General Manager to Sign.

**V-H.** **(8:19 p.m.) Discussion/Action re Resolution 20-07, Amending the Following Section of the Sweetwater Springs Policies and Procedures:**

**Section 3020.160 – Credit and Security Deposit Requirements**
**Section 3020-10 – Due Date on Bills**
**Section 3080.30 – Notice Procedures for Termination**
**Section 3080.40 – Termination Procedures**

The GM provided an overview of this item. Discussion ensued. Comments were made by Legal Counsel Rachel Hundley. Further discussion ensued. Director Robb-Wilder moved to adopt Resolution 20-07, Amending the following Sections of the Sweetwater Springs Policies & Procedures:

Section 3020.160 – Credit and Security Deposit Requirements
Section 3070.10 – Due Date on Bills
Section 3080.30 – Notice Procedures for Termination
Section 3080.40 – Termination Procedures

Director Lipinski seconded. Motion carried 4-0.

***** At 8:34 p.m. the Board took a brief recess. The meeting reconvened at 8:44 p.m.***

## VII. GENERAL MANAGER'S REPORT (8:28 p.m.)

The GM provided a report on the following items:

1. Laboratory testing
2. Water production and sales
3. Leaks
4. Guerneville rainfall
5. In-House Construction Projects
6. Discontinuation of Service for Non-payment Law
7. Potential 2020 Restructuring of 2013 Capital One Loan
8. Lower Russian River Community Action Group Governance Meeting
9. SSWD Website Update
10. Labor Negotiations
11. Lower Harrison Road Drive Retaining Wall
12. Gantt Chart

Discussion ensued.

## VII. BOARD MEMBERS' ANNOUNCEMENTS/COMMENTS (8:58 p.m.)

1. Director Holmer announced that he would be absent at the March meeting.
2. Director Lipinski presented news articles of interest.
3. Director Lipinski announced that the Paradise area rebuild was featured on This Old House.
4. Director Lipinski announced that several large river area properties were for sale.
5. Director Lipinski announced a permit hearing for the Guernewood Resort project.

Discussion ensued.

## VIII ITEMS FOR THE NEXT AGENDA (9:02 p.m.)

1. Rate Study
2. Budget
3. Grant updates
4. Labor negotiations
5. Emergency Plan updates
6. Riverlane sale update

## ADJOURN

The meeting adjourned at 9:07 p.m.

Respectfully submitted,

Julie Kenny
Clerk to the Board of Directors

APPROVED:

Gaylord Schaap: _____

Sukey Robb-Wilder: _____

Tim Lipinski: _____

Rich Holmer _____

Larry Spillane _____