BOARD MEETING MINUTES*

Meeting Date: April 2, 2020

(*In order discussed)

April 2, 2020
6:30 p.m.

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

I. CALL TO ORDER (6:34 p.m.)

The properly agendized meeting was called to Order by President Holmer at 6:34 p.m.

II. CHANGES TO AGENDA and DECLARATION OF CONFLICT (6:35 p.m.)

Director Holmer suggested deferring Item IX-B (Closed Session – GM Performance Evaluation). Brief discussion ensued. Director Robb-Wilder moved that this item be deferred. Director Lipinski seconded. Motion carried 5-0.

III. CONSENT CALENDAR (6:38 p.m.)

President Holmer reviewed the items on the Consent Calendar. Director Lipinski moved to approve the Consent Calendar. Director Spillane seconded. Motion carried 5-0, except that Director Holmer abstained from voting on the Minutes of the March meeting as he was absent. The following items were approved:

A. Approval of the Minutes of the March 5, 2020 Board Meeting

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

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

IV. PUBLIC COMMENT (6:40 p.m.)

(None.)

V. ADMINISTRATIVE (6:41 p.m.) *

**in the order discussed*

V-A. **(6:41 p.m.) Discussion/Action re Emergency Response Plan – Coronavirus update.** The GM provided a brief overview of this item. Board discussion ensued. No formal action was taken.

V-B. **(7:10 p.m.) Discussion/Action re Temporary waiver of all or part of the District's Delinquency procedures (RH).** The GM provided an overview of this item. Board discussion ensued. Direction was given to staff to monitor the impact of a temporary waiver of portions of the District's Delinquency procedures.

V-C. **(7:30 p.m.) Discussion/Action re Resolution 20-12, Declaring an Emergency and to Temporarily Authorize Increased Authority of the General Manager.** The GM provided an overview of this item. Board discussion ensued. Comments were made by Legal Counsel Rachel Hundley. Further discussion ensued. Director Robb-Wilder moved to approve Resolution 20-12, Declaring an Emergency and to Temporarily Authorize Increased Authority of the General Manager, subject to defining "reasonably prudent timeframe" referenced in Section 2 to be 24 hours. Director Spillane seconded as amended. Motion carried 5-0. Additional comments were made by Rachel Hundley.

V-D. **(7:54 p.m.) Discussion/Action re FY 2020-21 Draft Budget.** The GM provided an overview of this item. Discussion ensued.

V-E. **(8:23 p.m.) Discussion/Action re Amended Capital One Refinancing Agreement.** The GM provided an overview of this item. Discussion ensued.

V-F. **(8:28 p.m.) Discussion/Action re Renewing Lease with Ferrellgas.** The GM provided an overview of this item. Director Robb-Wilder moved to approve an extension of our existing Lease for three years until July 1, 2023 at $2,606.31 monthly. Director Lipinski seconded. Motion carried 5-0.

**** At 8:34 p.m. a brief recess was taken. The meeting reconvened at 8:40 p.m.**

VI. GENERAL MANAGER'S REPORT (8;40 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. Labor Negotiations
7. Lower Russian River Community Action Group Governance Meeting
8. 17448 River Lane Update
9. Grant(s) Update
10. Gantt Chart
11. District computers upgrades
12. Lower Harrison emergency project update

Discussion ensued.

VII. BOARD MEMBERS' ANNOUNCEMENTS/COMMENTS (8:55 p.m.)

1. Director Holmer reported on the officials' meeting with Lynda Hopkins
2. Director Robb-Wilder requested information re Form 700
3. Director Robb-Wilder noted changes to cell phones and emails on the Directors' information sheet

VIII ITEMS FOR THE NEXT AGENDA (9:10 p.m.)

1. Emergency Response Plan
2. Payment Policy and Delinquency Process
3. Bartle Wells Rate Study
4. FY 2020-21 Budget

IX. CLOSED SESSION (9:21 p.m.)

The Closed Session item below was deferred for discussion at the May meeting.

A. Pursuant to Gov. Code Section 54957(b)(1) – Public Employee Performance Evaluation
Title: General Manager

ADJOURN

The meeting adjourned at 9:21 p.m.

Respectfully submitted,

Julie Kenny
Clerk to the Board of Directors

APPROVED:

Gaylord Schaap: _____
Sukey Robb-Wilder: _____
Tim Lipinski: _____
Rich Holmer _____
Larry Spillane _____