MINUTES

LEBEC COUNTY WATER DISTRICT REGULAR MEETING OF THE BOARD OF DIRECTORS TUESDAY APRIL 12, 2016

7:00 PM

CALL THE MEETING TO ORDER/ROLL CALL/PRAYER/FLAG SALUTE

Meeting begins- 7:01pm BILL HOPPER, PATTY MAILLIS AND WILLARD MARTIN PRESENT								
Sec/Treasurer made a MOTION to move item 7a. (Election of Officers) up to be addressed before the minutes. Director Maillis SECONDED the Motion.								
Yea:	3(BH, PM, WM)	Nay:	0	Abstain:	0			
Board	concurs and Motion passes.							
 V.P Martin made a MOTION that the Board accept the nominations as follows: Willard Martin – President, William Hopper-Vice President, and Patricia Maillis-Sec/Treasurer Director Maillis SECONDED the Motion. Yea: 3 (BH, WM, PM) Nay: 0 Abstain: 0 Board concurs and Motion passes. 2. MINUTES: a. REVIEW THE MINUTES FROM MARCH 8, 2016 REGULAR MEETING AND MARCH 17, 2016 SPECIAL MEETING b. MOTION TO APPROVE THE MINUTES FROM MARCH 8, 2016 REGULAR MEETING AND MARCH 17, 2016 SPECIAL MEETING 								
V.P Hopper made a MOTION to accept the minutes for March 8, 2016 Regular Meeting and March 17, 2016 Special Meeting as read. Sec/Treasurer Maillis SECONDED the Motion.								
Yea:	3 (BH, PM, WM)	Nay:	0	Abstain	0			
Board	concurs and Motion passes.							
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3. FINANCIAL REPORTS:

- a. BARBARA LEWIS TO GO OVER FINANCIAL REPORT
- b. MOTION TO APPROVE FINANCIAL REPORT FOR MARCH 2016
- **V.P. Hopper** made a **MOTION** to approve the Financial Report and bills for March 2016.

Sec/Treasurer Maillis SECONDED the Motion.

Yea: 3(BH, PM, WM) Nay: 0 Abstain: 0

Board concurs and Motion passes

5. WATER OPERATIONS REPORT:

- a. SYSTEM REPORT DISCUSSION AND APPROPRIATE ACTION
- **b**. MOTION TO APPROVE WATER OPERATORS REPORT FOR MARCH

V.P. Hopper made a **MOTION** to approve Water Operators Report for March 2016.

Secretary/Treasurer Maillis SECONDED the Motion.

Yea: 3(BH, PM, WM) Nay: 0 Abstain: 0

Board concurs and Motion passes

4. PUBLIC PRESENTATIONS:

PLEASE LIMIT ANY PRESENTATIONS OR ANNOUNCEMENTS TO THREE (3) MINUTES PER PERSON. THIS PORTION OF THE MEETING IS RESERVED FOR PERSONS TO ADDRESS THE BOARD OF DIRECTORS ON ANY MATTER NOT ON THE AGENDA, BUT UNDER THE JURISDICTION OF THE BOARD. BOARD MEMBERS MAY RESPOND BRIEFLY TO STATEMENTS MADE OR QUESTIONS POSED. THEY MAY ASK A QUESTION FOR CLARIFICATION MAKE A REFERRAL TO STAFF FOR FACTUAL INFORMATION OR REQUEST STAFF TO REPORT BACK TO THE BOARD AT A LATER MEETING. ALSO, THE BOARD MAY TAKE ACTION TO DIRECT STAFF TO PLACE A MATTER OF BUSINESS ON A FUTURE AGENDA.

6. UNFINISHED BUSINESS:

- a. ANNEXING JUNIPER RIDGE DISCUSSION AND APPROPRIATE ACTION
- b. DWSRF GRANT DISCUSSION AND APPROPRIATE ACTION
- C. EMERGENCY GENERATOR CONNECTIONS ESTIMATES DISCUSSION AND APPROPRIATE ACTION (REQUESTED BY V.P MARTIN)
- d. Employee Ira Benefit- Discussion and Appropriate Action (requested by director maillis)
- e. WEST SIDE LEBEC TO STATE SYSTEM CONNECTION DISCUSSION AND APPROPRIATE ACTION (REQUESTED BY V.P. MARTIN)
- f. ASSIGNING A NEW AUDITOR DISCUSSION AND APPROPRIATE ACTION (REQUESTED BY SEC/TREASURER HOPPER)
- g. APPLY FOR GRANT FUND TO UPGRADE AND REPAIR SYSTEMS-DISCUSSION AND APPROPRIATE ACTION (REQUESTED BY SEC/TREAURER HOPPER)
- h. POLICY & PROCEDURES CHANGES DISCUSSION AND APPROPRIATE ACTION (REQUESTED BY WILLARD MARTIN

V.P. Hopper made a MOTION to move item 7.b (Appointment of Board P	osition) up to 6.c
Secretary/Treasurer Maillis SECONDED the Motion.	

Yea: 3(BH, PM, WM) Nay: 0 Abstain: 0

Board concurs and Motion passes

V.P. Hopper made a MOTION to appoint Brett Tucker as a Director for Lebec County Water District.

Secretary/Treasurer Maillis SECONDED the Motion.

Yea: 3(BH, PM, WM) Nay: 0 Abstain: 0

Board concurs and Motion passes

V.P. Hopper made a MOTION to table item 6.c (Emergency Generator Connections) to next meeting.

Director Tucker SECONDED the Motion.

Yea: 4(BH, PM, WM, BT) Nay: 0 Abstain: 0

Board concurs and Motion passes

Sec/Treasurer Maillis made a MOTION to set up a Simple IRA for employees through Wells Fargo.									
V.P. Hopper SECONDED the Motion.	_	_		-					
Yea: 4(BH, PM, WM, BT) Board concurs and Motion passes	Nay:	0	Abstain:	0					
V.P. Hopper made a MOTION to table item of Sec/Treasurer Maillis SECONDED the Motion		st side Lebec to	State well connection) to next meeting.					
Yea: 4(BH, PM, WM, BT) Board concurs and Motion passes		0	Abstain:	0					
V.P. Hopper made a MOTION to accept a 3 three year contract with Mayer Hoffman & McCann as our new Auditor. Director Tucker SECONDED the Motion.									
Yea: 4(BH, PM, WM, BT) Board concurs and Motion passes	Nay:	0	Abstain:	0					
V.P. Hopper made a MOTION to table item of Director Tucker SECONDED the Motion.	6.g (App	oly for new gran	t to upgrade and repa	ir system) indefinitely.					
Yea: 4(BH, PM, WM, BT) Board concurs and Motion passes	Nay:	0	Abstain:	0					
Director Tucker made a MOTION to delete section in Policy & Procedures that requires the district to charge a customer per Dwelling on single meter. V.P. Hopper SECONDED the Motion.									
Yea: 4(BH, PM, WM, BT) Board concurs and Motion passes	Nay:	0	Abstain:	0					
Director Tucker made a MOTION to approve changes made to Policy & Procedures Handbook. V.P. Hopper SECONDED the Motion.									
Yea: 4(BH, PM, WM, BT) Board concurs and Motion passes	Nay:	0	Abstain:	0					
7. NEW BUSINESS:									
 a. ELECTION OF OFFICERS- DISCUSSION AND APPROPRIATE ACTION (REQUETSED BY SEC/TREASURER HOPPER) b. APPOINTMENT OF BOARD POSITION- DISCUSSION AND APPROPRIATE ACTION (REQUESTED BY SEC/TREASURER HOPPER c. ADD NEW SIGNER TO CHECKING ACCOUNT AND GRANT CHECKING ACCOUNT-DISCUSSION AND APPROPRIATE ACTION REQUESTED BY SEC/TREAS HOPPER 									
V.P. Hopper made a MOTION to add Sec/Tr Director Tucker SECONDED the Motion.	easurer	Maillis to all bar	nk accounts.						
Yea: 4(BH, PM, WM, BT) Board concurs and Motion passes	Nay:	0	Abstain:	0					

Yea: 4(BH, PM, WM, BT) Board concurs and Motion passes	Nay:	0	Abstain:	0				
V.P. Hopper made a MOTION to move in Director Tucker SECONDED the Motion.		session.						
Yea: 4(BH, PM, WM, BT) Board concurs and Motion passes	Nay:	0	Abstain:	0				
8. CLOSED SESSION: Gov't code d. ANNOUNCE TO MOVE TO CLOSEI e. EMPLOYEE EVALUATION-DISCUS f. CONVENE TO OPEN SESSION-Gov'	O SESSION-GO SSION AND A	PPROPRIA'	* *					
Director Tucker made a MOTION to mov V.P. Hopper SECONDED the Motion.	re to open s	session.						
Yea: 4(BH, PM, WM, BT) Board concurs and Motion passes	Nay:	0	Abstain:	0				
9. OPEN SESSION g. ANNOUNCE ACTIONS TAKEN -Go	v't code 54957	7.7						
Announcement was made by President Martin that the board voted unanimously to give Office Supervisor a raise in pay.								
V.P. Hopper made a MOTION to give Of Director Tucker SECONDED the Motion.	-	visor a \$6	5.50 per hour raise.					
Yea: 4(BH, PM, WM, BT) Board concurs and Motion passes	Nay:	0	Abstain:	0				
8. BOARD/STAFF PROPOSED	AGENDA	ITEMS	S					
9 ANNOLINCE DATE/TIME OF	THE NE	XT ME	EETING					

President Martin made a MOTION to add V.P. Hopper to Grant checking account.

Director Tucker SECONDED the Motion.

10. ADJOURNMENT

V.P. Hopper made a MOTION to adjourn. Director Tucker SECONDED the Motion.

Regular Board Meeting Scheduled for May 10, 2016 7pm at the District Office

Yea: 4(BH, PM, WM, BT) Board concurs and Motion passes Nay: 0 Abstain: 0

MEETING WAS ADJOURNED AT 9:44PM