

MINUTES
LEBEC COUNTY WATER DISTRICT
REGULAR MEETING OF THE BOARD OF DIRECTORS
TUESDAY MARCH 8, 2016
7:00 PM

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

Meeting begins- 7:03pm

BILL HOPPER AND PATTY MAILLIS PRESENT
AND MIKE HIGHTOWER PRESENT BY TELECONFERENCE
WILLARD MARTIN ABSENT- arrives at 7:18pm

2. MINUTES:

- a. REVIEW THE MINUTES FROM FEBRUARY 16, 2016 REGULAR MEETING AND MARCH 3, 2016 SPECIAL MEETING
- b. MOTION TO APPROVE THE MINUTES FROM FEBRUARY 16, 2016 REGULAR MEETING AND MARCH 3, 2016 SPECIAL MEETING

President Hightower made a **MOTION** to accept the minutes for February 16, 2016 meeting and March 3, 2016 meeting.

Director Maillis SECONDED the Motion.

Yea: 3(BH, PM, MH) Nay: 0 Abstain: 0
Board concurs and Motion passes.

3. FINANCIAL REPORTS:

- a. BARBARA LEWIS TO GO OVER FINANCIAL REPORT
- b. MOTION TO APPROVE FINANCIAL REPORT FOR FEBRUARY 2016

President Hightower made a **MOTION** to approve the Financial Report and bills for February 2016.

Director Maillis SECONDED the Motion.

Yea: 3(BH, PM, MH) Nay: 0 Abstain: 0
Board concurs and Motion passes

V.P. Martin arrives at 7:18PM

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.

President Hightower made a **MOTION** to install mechanical timers on Ridge Route and Phillips booster pumps with a spending cap of \$2000.00.

Sec/Treasurer Hopper SECONDED the Motion.

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

5. WATER OPERATIONS REPORT:

- a. SYSTEM REPORT – DISCUSSION AND APPROPRIATE ACTION
- b. MOTION TO APPROVE WATER OPERATORS REPORT

Director Maillis made a **MOTION** to approve Water Operators Report for February 2016.

Secretary/Treasurer Hopper **SECONDED** the Motion.

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

6. UNFINISHED BUSINESS:

- a. ANNEXING JUNIPER RIDGE - DISCUSSION AND APPROPRIATE ACTION
- b. DWSRF GRANT - DISCUSSION AND APPROPRIATE ACTION (REQUESTED BY PRES. HIGHTOWER)
- c. EMERGENCY GENERATOR CONNECTIONS ESTIMATES - DISCUSSION AND APPROPRIATE ACTION (REQUESTED BY PRES. HIGHTOWER)
- d. EMPLOYEE HEALTH BENEFITS—DISCUSSION AND APPROPRIATE ACTION (REQUESTED BY PRESIDENT HIGHTOWER)
- e. EMPLOYEE IRA BENEFIT- DISCUSSION AND APPROPRIATE ACTION (REQUESTED BY PRESIDENT HIGHTOWER)
- f. TEJON RANCH WATER SERVICE – DISCUSSION AND APPROPRIATE ACTION (REQUESTED BY PRESIDENT HIGHTOWER)
- g. POLICIES AND PROCEDURES CHANGES – DISCUSSION AND APPROPRIATE ACTION (REQUESTED BY V.P. MARTIN)
- h. WEST SIDE LEBEC TO STATE SYSTEM CONNECTION - DISCUSSION AND APPROPRIATE ACTION (REQUESTED BY V.P. MARTIN)
- i. ASSIGNING A NEW AUDITOR - DISCUSSION AND APPROPRIATE ACTION (REQUESTED BY PRES. HIGHTOWER)
- j. LCWD LEGAL REPRESENTATION CHANGE - DISCUSSION AND APPROPRIATE ACTION (REQUESTED BY PRES. HIGHTOWER)
- k. REQUEST TO USE ROBOCALL FOR EMERGENCY NOTIFICATION - DISCUSSION AND APPROPRIATE ACTION (REQUESTED BY JESSICA CARROLL)

V.P. Martin made a **MOTION** to move item 6.h (west side Lebec to state well) up to 6.a

Director Maillis **SECONDED** the Motion.

Yea: 3(BH, PM, MH) Nay: 0 Abstain: 0
Board concurs and Motion passes

V.P. Martin made a **MOTION** to table item 6.h (west side Lebec to state well) until next meeting.

Sec/treasurer Hopper **SECONDED** the Motion.

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

President Hightower made a **MOTION** to table item 6.a (annexing Juniper Ridge) until next meeting.

Director Maillis **SECONDED** the Motion.

Yea: 3(BH, PM, MH) Nay: 0 Abstain: 1 (WM)
Board concurs and Motion passes

President Hightower made a **MOTION** to table item 6.b (DWSRF Grant) until next meeting.

Secretary/Treasurer Hopper SECONDED the Motion.

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

President Hightower made a **MOTION** to table item 6.c (Emergency generator connection) until next meeting.

Director Maillis SECONDED the Motion.

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

Sec/Treasurer Hopper made a **MOTION** to approve the Anthem Blue Cross health Benefit plan with PPO Platinum, Dental PPO Classic, and PPO Blue View Vision A3 with 100% Employer paid for Employee only.

Director Maillis SECONDED the Motion.

Yea: 3(BH, PM, WM) Nay: 0 Abstain: 1 (MH)
Board concurs and Motion passes

Sec/treasurer Hopper made a **MOTION** to table item 6.e (Employee IRA Benefits) until next meeting.

Director Maillis SECONDED the Motion.

Yea: 3(BH, PM, WM) Nay: 0 Abstain: 1 (MH)
Board concurs and Motion passes

V.P. Martin made a **MOTION** to table item 6.f (Tejon Ranch Water Service) indefinitely.

President Hightower SECONDED the Motion.

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

V.P. Martin made a **MOTION** to schedule a special meeting to address Policy & Procedures.

President Hightower SECONDED the Motion.

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

Sec/Treasurer Hopper made a **MOTION** to table item 6.i (new auditor) until next meeting.

President Hightower SECONDED the Motion.

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

Sec/Treasurer Hopper made a **MOTION** to accept the proposal from David Holland to become legal counsel for LCWD.

President Hightower SECONDED the Motion.

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

Sec/Treasurer Hopper made a **MOTION** to send SWRCB (Jesse Dhaliwal) a letter requesting the use of a robocall service and if approved implement plan.

President Hightower SECONDED the Motion.

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

7. NEW BUSINESS:

- a. APPLY FOR GRANT FUND TO UPGRADE AND REPAIR SYSTEMS-DISCUSSION AND APPROPRIATE ACTION (REQUESTED BY PRESIDENT HIGHTOWER)
- b. 5% RATE INCREASE FOR NEXT FISCAL YEAR-DISCUSSION AND APPROPRIATE ACTION (REQUESTED BY SECRETARY/TREAS HOPPER)
- c. CLEANING AREA AROUND CHIMNEY CANYON TANKS - DISCUSSION AND APPROPRIATE ACTION (REQUESTED BY SEC/TREASURER HOPPER)
- d. CROSS CONNECTION LETTER REGARDING HEALTH DEPARTMENT- DISCUSSION AND APPROPRIATE ACTION (REQUESTED BY SEC/TREAS HOPPER)
- e. MOUNTAIN ENTERPRISE PHONEBOOK ADVERTISING-DISCUSSION AND APPROPRIATE ACTION (REQUESTED BY JESSICA CARROLL)

President Hightower made a **MOTION** to table item 7.a (Apply for grant) until next meeting.

Sec/Treasurer Hopper SECONDED the Motion.

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

President Hightower made a **MOTION** implement a 5% rate increase beginning next fiscal year (July 1, 2016).

Sec/Treasurer Hopper SECONDED the Motion.

Yea: 3(BH, PM, MH) Nay: 1(WM) Abstain: 0
Board concurs and Motion passes

Sec/Treasurer Hopper withdraws item 7c. from the agenda.

Secretary/Treasurer Hopper made a **MOTION** to send out a letter to all customers that will receive notice from Kern County Health Department regarding needed backflow devices, stressing the importance to comply.

Director Maillis SECONDED the Motion.

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

Secretary/Treasurer Hopper made a **MOTION** to not put an ad in the 2016 phone book published by Mountain Enterprise.

Director Maillis **SECONDED** the Motion.

Yea: 4(BH, PM, MH, WM)

Nay: 0

Abstain:

0

Board concurs and Motion passes

8. BOARD/STAFF PROPOSED AGENDA ITEMS

9. ANNOUNCE DATE/TIME OF THE NEXT MEETING

Regular Board Meeting Scheduled for April 12., 2016 7pm at the District Office

10. ADJOURNMENT

President Hightower made a **MOTION** to adjourn the meeting.

Sec/Treasurer Hopper **SECONDED** the Motion.

Yea: 4(BH, PM, MH, WM)

Nay: 0

Abstain:

0

Board concurs and Motion passes

MEETING WAS ADJOURNED AT 9:39PM