# **MINUTES**

# LEBEC COUNTY WATER DISTRICT REGULAR MEETING OF THE BOARD OF DIRECTORS TUESDAY FEBRUARY 23, 2017 @ 7PM

1	CALI	THE MEETING TO	ORDER/ROLL	CALL /MINITE	OF SILENCE/FL	ACSALIT
1.	L/AL/	,	UNIDER/RULA		TO SILENTE PLANT	ALTSALLI

Meeting begins- 7:02pm

BOARD MEMBERS PRESENT-BILL HOPPER, CARL RADUSCH, WILLARD MARTIN, BRETT TUCKER AND SAMUEL STERN.

### 2. MINUTES:

- a. REVIEW THE MINUTES FROM JANUARY 24, 2017 REGULAR MEETING
- b. MOTION TO APPROVE THE MINUTES FROM JANUARY 24, 2017 REGULAR MEETING.

**V.P. Hopper** made a **MOTION** to accept the minutes for January 24, 2017 as written.

**Director Radusch SECONDED** the Motion.

Yea: 5(BH, WM, SS, CR, BT) Nay: 0 Abstain: 0 Board concurs and Motion passes.

### 3. FINANCIAL REPORTS:

- a. BARBARA LEWIS TO GO OVER FINANCIAL REPORT FOR JANUARY 2017
- b. MOTION TO APPROVE FINANCIAL REPORT FOR JANUARY 2017

**V.P. Hopper** made a **MOTION** to add a pie chart and YTD comparison report to the monthly financial report.

**Director Tucker SECONDED** the Motion.

Yea: 5(BH, WM, SS, CR, BT) Nay: 0 Abstain: 0

Board concurs and Motion passes.

**V.P. Hopper** made a **MOTION** to approve the Financial Report with corrections for January 2017.

**Director Tucker SECONDED** the Motion.

Yea: 5(BH, WM, SS, CR, BT) Nay: 0 Abstain: 0

Board concurs and Motion passes

**President Martin** made a **MOTION** to move item 7.a (Audit Report) up to 3.c

Sec/Treasurer Stern SECONDED the Motion.

Yea: 5(BH, WM, SS, CR, BT) Nay: 0 Abstain: 0

Board concurs and Motion passes

**Director Tucker** made a **MOTION** to accept the Audit Report presented by Mayer, Hoffman, McCann.

V.P. Hopper		_		_							
Yea: 5(BH	Nay:	0	Abstain:	0							
Board concurs	s and Motion passes										
4. WAT	TER OPERATIONS REPORT:										
a. SYSTEM REPORT - DISCUSSION AND APPROPRIATE ACTION											
<ul> <li>b. REPLACING OLD PIPE- DISCUSSION AND APPROPRIATE ACTION (REQUESTED BY PRESIDENT MARTIN, PRESENTED BY WATER OPERATOR)</li> </ul>											
c.	C. MOTION TO APPROVE WATER OPERATIONS REPORT FOR JANUARY 2017										
	<b>ker</b> made a <b>MOTION</b> to table item 4 <b>SECONDED</b> the Motion.	_			p Enterprises.						
	, WM, SS, CR, BT)	Nay:	0	Abstain:	0						
Board concurs	s and Motion passes										
Sec/Treasure	ker made a MOTION to accept the Ver Stern SECONDED the Motion.  WM, CR, SS. BT)	Vater Operat Nay:	ors Rep	oort as written for January 20  Abstain:	17. 0						
	s and Motion passes	•									
PLEASE LIMIT ANY ADDRESS THE BOA BRIEFLY TO STATE INFORMATION OR	LIC PRESENTATIONS:  Y PRESENTATIONS OR ANNOUNCEMENTS TO THREARD OF DIRECTORS ON ANY MATTER NOT ON THE EMENTS MADE OR QUESTIONS POSED. THEY MAY REQUEST STAFF TO REPORT BACK TO THE BOARD INESS ON A FUTURE AGENDA.	AGENDA, BUT U ASK A QUESTIO	NDER THI N FOR CL	E JURISDICTION OF THE BOARD. BOAI ARIFICATION MAKE A REFERRAL TO S	RD MEMBERS MAY RESPOND TAFF FOR FACTUAL						
6. UNF	INISHED BUSINESS:										
a.	DWSRF GRANT - DISCUSSION AND APPRO	PRIATE ACTIO	N								
b.	b. WEST SIDE LEBEC TO STATE SYSTEM CONNECTION - DISCUSSION AND APPROPRIATE ACTION ( REQUESTED BY PRESIDEN MARTIN)										
C. POLICIES & PROCEDURES-DISCUSSION AND APPROPRIATE ACTION (REQUESTED BY JESSICA CARROLL)											
	ker made a MOTION to table item 6 or Stern SECONDED the Motion.	.a until next	meeting	g.							
Yea: 5(BH	, WM, SS, CR, BT)	Nay:	0	Abstain:	0						
	s and Motion passes	•									
	ker made a MOTION to table item 6 lusch SECONDED the Motion.	.b until we g	et furth	er information from Self Hel	p Enterprises.						

Yea: 5(BH, WM, SS, CR, BT) Nay: 0 Abstain: 0 Board concurs and Motion passes

**Director Tucker** made a **MOTION** to approve the wording for vacation time and add to Employee Handbook Policy. **Sec/Treasurer Stern SECONDED** the Motion.

Yea: 5(BH, WM, SS, CR, BT) Nay: 0 Abstain: 0

Board concurs and Motion passes

### 7. NEW BUSINESS:

- a. 2016 AUDIT REVIEW WITH MAYER HOFFMAN MCCANN-DISCUSSION AND APPROPRIATE ACTION
- b. EMILIE WAINRIGHT WILL SERVE REQUEST-DISCUSSION AND APPRPOPRIATE ACTION (REQUESTED BY EMILIE WAINRIGHT)
- c. KERN COUNTY ELECTIONS AMENDMENT-DISCUSSION AND APPROPRIATE ACTION (REQUESTED BY JESSICA CARROLL)

V.P Hopper made a MOTION to approve the Will Serve request for Emilie Wainright on APN# 255-540-	-10
Director Tucker SECONDED the Motion.	

Yea: 5(BH, WM, SS, CR, BT) Nay: 0 Abstain: 0

Board concurs and Motion passes

**Director Tucker** made a **MOTION** to table item 7.c (Kern County Elections) to next meeting.

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

Yea: 5(BH, WM, SS, CR, BT) Nay: 0 Abstain: 0

Board concurs and Motion passes

- 1. CLOSED SESSION: Gov't code 54954.5
  - a. ANNOUNCE TO MOVE TO CLOSED SESSION Gov't code 54957.7 (a)
  - b. EMPLOYEE EVALUATION OF WATER OPERATOR DISCUSSION AND APPROPRIATE ACTION (REQUESTED BY MICHAEL HIGHTOWER) Gov't code 54957.6
  - C. CONVENE TO OPEN SESSION Gov't code 54957.1

**Director Tucker** made a **MOTION** to move into closed session.

Sec/Treasurer Stern SECONDED the Motion.

Yea: 5(BH, WM, SS, CR, BT) Nay: 0 Abstain: 0

Board concurs and Motion passes

### 2. OPEN SESSION

ANNOUNCE ACTIONS TAKEN - Gov't code 54957.1

**Director Tucker** made a **MOTION** to have a three-month employee evaluation on Water Operator or Supervisor to notify Board if evaluation is needed sooner.

Sec/Treasurer Stern SECONDED the Motion.

Yea: 5(BH, WM, SS, CR, BT) Nay: 0 Abstain: 0

Board concurs and Motion passes

# 10. BOARD/STAFF PROPOSED AGENDA ITEMS

- a. WELDER TRAINING
- b. CREEK CROSSING

# 11. ANNOUNCE DATE/TIME OF THE NEXT MEETING

Special Meeting March 2, 2017 4pm and Regular Meeting March 16, 2017 @ 7pm

# 12. ADJOURNMENT

**Director Tucker** made a **MOTION** to adjourn. **Secretary/Treasurer Stern SECONDED** the Motion.

Yea: 5(BH, WM, CR, SS, BT) Nay: 0 Abstain: 0

Board concurs and Motion passes

## **MEETING WAS ADJOURNED AT 10:42PM**