

MINUTES
LEBEC COUNTY WATER DISTRICT
REGULAR MEETING OF THE BOARD OF DIRECTORS
TUESDAY JUNE 11, 2019 @ 6PM

1. CALL THE MEETING TO ORDER/ROLL CALL /MOMENT OF SILENCE/FLAG SALUTE

Meeting begins- 6:00pm
BOARD MEMBERS PRESENT-BH, PM, SS, RP
BOARD MEMBERS ABSENT-0

2. AGENDA:

- a. APPROVE AND OR ADJUST AGENDA- DISCUSSION AND APPROPRIATE ACTION
- b. MOTION TO APPROVE JUNE 11, 2019 AGENDA

V.P. HOPPER made a **MOTION** to add item 8.e to new business titled “Hiring Process”.

Motion SECONDED

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

V.P. HOPPER made a **MOTION** to approve the Agenda for June 11, 2019 meeting with change.

Motion SECONDED

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

3. MINUTES:

- a. REVIEW THE MINUTES FROM MAY 14, 2019 REGULAR
- b. MOTION TO APPROVE MINUTES FROM MAY 14, 2019 REGULAR MEETING

V.P. HOPPER made a **MOTION** to approve the Minutes as presented from May 14, 2019 Regular Meeting.

Motion SECONDED

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

4. FINANCIAL REPORT:

- a. BARBARA LEWIS TO GO OVER FINANCIAL REPORT FOR MAY 2019
- b. MOTION TO APPROVE BILLS FOR MAY 2019
- c. 2017-2018 AUDIT – DISCUSSION AND APPROPRIATE ACTION (REUESTED BY MAYER, HOFFMAN, & MCCANN)

V.P. Hopper made a **MOTION** to approve bills for May 2019

Motion SECONDED

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

V.P. HOPPER made a **MOTION** to approve the 2017-2018 Audit.

Motion SECONDED

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

5. WATER OPERATIONS REPORT:

- a. SYSTEM REPORT FOR MAY 2019 - DISCUSSION AND APPROPRIATE ACTION

DIRECTOR PUCKETT made a **MOTION** to approve the purchase of tires for the Dodge pickup.

Motion SECONDED

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

V.P. HOPPER made a **MOTION** to allow General Manager to purchase tires for the vehicles in the future without prior approval.

Motion SECONDED

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

DIRECTOR PUCKETT made a **MOTION** to approve the purchase of a torque wrench.

Motion SECONDED

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

7. 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.

5. UNFINISHED BUSINESS:

- a. DWSRF GRANT - DISCUSSION AND APPROPRIATE ACTION (REQUESTED BY SAMUEL STERN)
- b. ANNEXATION OF FRAZIER MOUNTAIN HIGH SCHOOL-DISCUSSION AND APPROPRIATE ACTION (REQUESTED BY ARMANDO MURRIETA)
- c. KRISTA WATER INTERCONNECTION – DISCUSSION AND APPROPRIATE ACTION (SANDI MCELHENNY)
- d. PURCHASE OF GENERATOR-DISCUSSION AND APPROPRIATE ACTION (REQUESTED BY JESSICA CARROLL)
- e. EMERGENCY PLAN – DISCUSSION AND APPROPRIATE ACTION (REQUESTED BY SAM STERN)

V.P. Hopper made a **MOTION** to approve the purchase of electrical panels for the Chimney Canyon Well, Mesa Valley Booster,, Phillips Booster, and office with a spending cap \$16,000.

Motion SECONDED

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

8. NEW BUSINESS:

- a. APPOINTMENT OF NEW BOARD MEMBER-DISCUSSION AND APPROPRIATE ACTION (REQUESTED BY JESSICA CARROLL)
- b. LANDFILL/JAMES WAY PROJECT-DISCUSSION AND APPROPRIATE ACTION
- c. REIMBURSE CUSTOMER FOR PROPERTY DAMAGE-DISCUSSION AND APPROPRIATE ACTION (REQUESTED BY JESSICA CARROLL)
- d. CUSTOMER LEAK AT 601 NORTH DRIVE-DISCUSSION AND APPROPRIATE ACTION (REQUESTED BY CARLA MORALES)

Nic Wenderoth takes the Appointed Oath and is sworn in as the new Board Member.

V.P. Hopper made a **MOTION** to approve Commercial Towing to place a metal plate in the entrance way to rented property on Landfill Road on top of our water main. Commercial Towing will assume liability if Main is damaged and place protective poles around valves located on corner.

Motion SECONDED

Yea: 5(BH, PM, SS, RP, NW) Nay: 0 Abstain: 0
Board concurs and Motion passes

V.P. Hopper made a **MOTION** to approve the reimbursement of \$63.00 to Nic Wenderoth for damage to property because of water main break.

Motion SECONDED

Yea: 4(BH, PM, SS, RP) Nay: 0 Abstain: 1 (NW)
Board concurs and Motion passes

DIRECTOR PUCKETT made a **MOTION** to deny customer at 601 North Drive the request to lower bill due to leak on customers property but in return offer the customer a payment plan option as stated in policy.

Motion SECONDED

Yea: 5(BH, PM, SS, RP, NW) Nay: 0 Abstain: 0
Board concurs and Motion passes

Item 8e. (Hiring Process) was added to the agenda at the beginning of meeting

DIRECTOR PUCKETT made a **MOTION** to form an Ad Hoc Committee to screen new hires prior to appearing before the board for final consideration. Board members will alternate.

Motion SECONDED

Yea: 5(BH, PM, SS, RP, NW) Nay: 0 Abstain: 0
Board concurs and Motion passes

9. LOCAL COMMUNITY WATER DISCUSSION:

- a. UPDATE ON MAY 2019 MEETING

10. CASTAIC BASIN GSA:

- a. ANNOUNCE AND DISCUSS UPDATES ON JUNE 4, 2019 MEETING

13. BOARD/STAFF PROPOSED AGENDA ITEMS

- a. QUARTERLY FRAUD DISCUSSION

14. ANNOUNCE DATE/TIME OF THE NEXT MEETING

Regular Meeting Tuesday July 23, 2019 @ 6pm

15. ADJOURNMENT

V.P. HOPPER made a **MOTION** to adjourn meeting.

Motion SECONDED

Yea: 5(BH, PM, SS, RP, NW) Nay: 0 Abstain: 0
Board concurs and Motion passes

MEETING WAS ADJOURNED AT 8:45PM