

**SWEETWATER SPRINGS WATER DISTRICT
BOARD OF DIRECTORS MEETING**

MINUTES*
(*In order discussed)

Board of Directors Meeting
September 3, 2015
6:30 p.m.

Board Members Present:

Victoria Wikle
Richard Holmer
Gaylord Schaap
Sukey Robb-Wilder
Tim Lipinski

Board Members Absent:

(None)

Staff in Attendance:

Stephen Mack, General Manager
Julie Kenny, Secretary to the Board

Others in Attendance:

Robin Donoghue, District Legal Counsel
Rita O'Flynn
Mark O'Flynn

I. CALL TO ORDER

The properly agendized meeting was called to Order by President Gaylord Schaap at 6:32 p.m.

II. CHANGES TO AGENDA and DECLARATION OF CONFLICT (6:33 p.m.)

Director Robb-Wilder requested that Item V-C (District property at 17448 River Lane) be moved to the front of the Administrative Calendar. There were no objections.

III. CONSENT CALENDAR (6:33 p.m.)

Director Schaap reviewed the items on the Consent Calendar. Director Wikle moved to approve the Consent Calendar as submitted. Director Holmer seconded. Motion carried 5-0, except that Director Lipinski abstained from Item III-A, Approval of the Minutes of the August 6, 2015 Board Meeting, as he was absent from that meeting.

- A. Approval of the Minutes of the August 6, 2015 Regular Board Meeting.
- B. Approval of Operations Warrants/Online payments/EFT payment.
- C. Receipt of Item(s) of Correspondence. (None.)

IV. PUBLIC COMMENT (6:34 p.m.)

None.

V. ADMINISTRATIVE (6:36 p.m.)*

**in the order discussed*

- V-C. (6:34 p.m.) Discussion/Action re District Property at 17448 River Lane.** The GM provided an overview of this item. Board questions ensued. Mark O'Flynn made a presentation to the Board. Board discussion ensued. Comments were made by Legal Counsel Robin Donoghue and the General Manager. Further discussion ensued. Director Robb-Wilder moved to appoint Directors Holmer and Robb-Wilder to serve on an ad hoc committee to look into the situation on River Lane to serve until the situation there is resolved. Director Holmer seconded. Motion carried 5-0.
- V-A. (7:48 p.m.) Discussion/Action re In-House Projects.** The GM provided an overview of this item. Board Discussion ensued. Director Holmer moved to adopt a policy that all in-house construction projects be done to AWWA standards. Director Robb-Wilder seconded. Brief discussion ensued. Director Holmer amended his motion to direct the General Manager to draft a policy that all in-house construction projects be done to AWWA standards. There was no second; instead, direction was given to the GM to draft a policy that would require all in-house construction projects be done to AWWA standards. Further discussion ensued.

*** At 8:16 p.m., the Board took a brief recess. The meeting resumed at 8:23 p.m.*

- V-B. (8:23 p.m.): Discussion/Action re Resolution 15-18, Approving Amendments to the Contracts of the Field Manager, Administrative Manager and Senior Crew Supervisors.** The GM provided an overview of this item. Board Discussion ensued. Comments were made by Robin Donoghue. Further discussion ensued. Director Robb-Wilder moved to adopt Resolution 15-18, Approving Contract Amendments with Four Non-Represented Employees and Authorizing the General Manager to Sign Said Contract Amendments. Director Wikle seconded. Motion carried 5-0.

VI. GENERAL MANAGER'S REPORT (8:34 p.m.)

The General Manager reported on the following items:

1. Laboratory Testing.
2. Water Production and Sales
3. Leaks
4. Russian River Flow
5. 2016 CIP
6. Toilet Rebate / Direct Install Program
7. In-House Construction Projects
8. Westside Water Education Grand Opening
9. Gantt Chart
10. CIP 2017 project
11. Potential funding for future projects

VII. BOARD MEMBERS' ANNOUNCEMENTS/COMMENTS

(8:47 p.m.)

Director Wikle announced she would be submitting her resignation from the Board, effective September 30.

Director Robb-Wilder announced that she would be gone at the October meeting.

VIII. CLOSED SESSION (9:09 p.m.)

At 9:09 p.m. President Schaap announced the items for discussion in Closed Session. At 9:10 p.m. the Board went into Closed Session. At 9:25 p.m. the meeting reconvened and the following actions on Closed Session items were announced:

- A. Public Employee Performance Evaluation pursuant to Gov. Code Section 54957(b)
Title: District Counsel
Action taken: Robin Donoghue was designated agency representative for the General Manager's employment contract.
- B. Public Employee Performance Evaluation pursuant to Gov. Code Section 54957 (b)
Title: General Manager.
No action taken.

IX. ITEMS FOR THE NEXT AGENDA (8:30 p.m.)

- 1. Board vacancy
- 2. CIP 2017 Engineering contract
- 3. River Lane property

ADJOURN

The meeting adjourned at 9:28 p.m.

Respectfully submitted,

Julie A. Kenny
Clerk to the Board of Directors

APPROVED:

Victoria Wikle: _____
 Gaylord Schaap: _____
 Sukey Robb-Wilder: _____
 Tim Lipinski: _____
 Richard Holmer: _____