BOARD MEETING MINUTES*

Meeting Date: January 2, 2020

(*In order discussed)

January 2, 2020
6:30 p.m.

Board Members Present:	Tim Lipinski Gaylord Schaap Rich Holmer
Board Members Absent:	Pip Marquez de la Plata Sukey Robb-Wilder
Staff in Attendance:	Ed Fortner, General Manager Julie Kenny, Secretary to the Board
Others in Attendance:	Rachel Hundley, Legal Counsel

I. CALL TO ORDER (6:30 p.m.)

The properly agendized meeting was called to Order by President Richard Holmer at 6:30 p.m.

II. CHANGES TO AGENDA and DECLARATION OF CONFLICT (6:31 p.m.)

The GM noted he had passed out the Request for Proposals (RFP) for Water Services Rate Study (Item E.)

III. CONSENT CALENDAR (6:32 p.m.)

President Holmer reviewed the items on the Consent Calendar. Director Schaap abstained from voting on the Minutes as he was absent at the December Board meeting. Discussion ensued. Director Lipinski moved to approve the Consent Calendar. Director Holmer seconded. Motion carried 3-0, with Item III-A (Minutes) continued for approval at the February meeting. The following items were approved:

A. (The December Minutes were continued for approval at the February Board Meeting.)

B. Approval of Operations Warrants/Online payments/EFT payments.

C. Receipt of Item(s) of Correspondence: (None.)

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

(None.)

V. ADMINISTRATIVE (6:34 p.m.)*

**in the order discussed*

V-A. **(6:34 p.m.) Discussion/Action re Resolution 20-01, Accepting the Final Audit for FY 2018-19.** The GM provided a brief overview of this item. Auditor Michael Celentano appeared by telephone and presented the Audit. Board questions and discussion ensued. Director Lipinski moved to approve Resolution 20-01, Accepting the Final Audit for FY 2018-19. Director Schaap seconded. Motion carried 3-0.

V-B. **(6:58 p.m.) Discussion/Action re Resolution 20-02, Approval of contract for Audit Services with Michael Celentano, CPA for the FY 2019-20 and FY 2020-21 Audit.** The GM provided an overview of this item. Discussion ensued. Director Lipinski moved to approve Resolution 20-02, Approval of Contract for Audit Services with Michael Celentano, CPA for the FY 2019-20 and FY 2020-21 Audit. Director Schaap seconded. Brief discussion ensued. Motion carried 3-0.

V-C. **(7:03 p.m.) Discussion/Action re Draft FY 2020-25 Capital Improvement Program.** The GM provided an overview of this item. Board discussion ensued. No action was taken.

V-D. **(7:48 p.m.) Discussion/Action re FY 2020-21 Budget Process.** The GM provided an overview of this item. Board discussion ensued. Directors Schaap and Robb-Wilder were appointed to sit on an ad hoc Budget Committee, with Director Holmer as a backup.

V-E. **(7:55 p.m.) Discussion/Action re Cost of Service Study RFP.** The GM provided an overview of this item. Discussion ensued. No action was taken.

***** At 8:04 p.m. the Board took a short break. The meeting reconvened at 8:08 p.m.***

V-F. **(8:08 p.m.) Discussion/Action re Emergency Response Plan Update.** The GM provided an overview of this item. Discussion ensued. No formal action was taken.

V-G. **(8:18 p.m.) Discussion/Action re Resolution 20-03, Revising Policy and Procedures Section 2120, Employment of Relatives.** The GM provided an overview of this item. Discussion ensued. Director Schaap moved to approve Resolution 20-03, Revising the Employment of Relatives Policy and Procedures Section 2120. Director Lipinski seconded. Motion carried 3-0.

VI-H. **(8:24 p.m.) Discussion/Action re Water Shutoff Protection Act.** The GM provided an overview of this item. Discussion ensued. No action was taken.

VII. GENERAL MANAGER'S REPORT (8:28 p.m.)

The GM provided a report on the following items:

1. Laboratory testing
2. Water production and sales
3. Leaks
4. Guerneville rainfall
5. Old Monte Rio Road Project

6. In-House Construction Projects
7. Personnel
8. Discontinuation of Service for Non-payment Law
9. SSWD Website Update
10. Flushing
11. Kincade Fire Meeting
12. Gantt Chart

Discussion ensued.

VIII. BOARD MEMBERS' ANNOUNCEMENTS/COMMENTS (8:35 p.m.)

(None.)

IX. ITEMS FOR THE NEXT AGENDA (8:36 p.m.)

1. Budget
2. Labor negotiations
3. Water Shutoff Protection Act policy revisions
4. Cost of Service Study

ADJOURN

The meeting adjourned at 8;37 p.m.

Respectfully submitted,

Julie Kenny
Clerk to the Board of Directors

APPROVED:

Gaylord Schaap: _____
Sukey Robb-Wilder: _____
Tim Lipinski: _____
Pip Marquez de la Plata _____
Rich Holmer _____