

REDWOOD VALLEY COUNTY WATER DISTRICT

2370 Webb Ranch Road
P. O. Box 399
Redwood Valley CA 95470
(707) 485-0679

MINUTES

Board of Directors
Regular Meeting
Thursday, June 19, 2008

CALL TO ORDER: 7:05 P.M.

Directors Present: Donald E. Butow, John W. Groth, Jeanette Hallman, Hal Voege, Granville Pool
Staff Present: General Manager Bill Koehler
Office Manager/Board Secretary Linda Groth
Members of the Public: Carre Brown

1. ROLL CALL.

Granville Pool, Director
Hal Voege, Director
Jeanette Hallman, Director
John W. Groth, Vice-President, Board of Directors
Donald E. Butow, President, Board of Directors

2. HEARING OF COMMENTS OR QUESTIONS FROM THE ATTENDING PUBLIC.

No comments.

3. CONSIDER HEARING OF URGENT ITEMS RECEIVED SINCE THE AGENDA WAS POSTED.

Nothing submitted.

4. APPROVAL OF CONSENT CALENDAR.

The Consent Calendar was presented for Board consideration.

- a. Financial Statement.
- b.-1. Bills Paid since those approved at last Meeting.
- b.-2. Bills Paid as approved at previous Meeting.
- c. Bills Payable.
- d. Special Expenditure Fund status report.
- e. District Activity.
- f. Mail Log.

**MOTION: Approve the Consent Calendar with the following exceptions:
Consent Calendar C, Bills Payable: Withhold payment of items #4 and #5, until further review.**

Groth/Voege Discussion CARRIED
Ayes: Groth, Voege, Hallman, Pool, Butow
Noes: None
Absent: None
Abstain: None

5. APPROVAL OF MINUTES AS PRESENTED.

The Minutes of May 15, 2008 were presented for Board consideration.

MOTION: Approve the Minutes of May 15, 2008 as presented.

Voege/Hallman Discussion CARRIED
Ayes: Voege, Hallman, Groth, Pool, Butow
Noes: None
Absent: None
Abstain: None

6. DIRECTOR AND STAFF REPORTS. ACTION ITEMS. (Agenda Item No. 7.a., b., c., d)

a) Approve Resolution No. 2008-2, Adoption of Notice of Exemption from CEQA for Project of Change in Place of Use for Permit No. 17593.

MOTION: Approve Resolution No. 2008-2, Adoption of Notice of Exemption from CEQA for Project of Change in Place of Use for Permit No. 17593.

Voege/Groth Discussion CARRIED
Ayes: Voege, Groth, Hallman, Pool, Butow
Noes: None
Absent: None
Abstain: None

b) Approve extended service warranty on vehicle #1.

Options were discussed for 5-year, 6-year or 7-year extended service warranty on the Honda Fit vehicle #1. The extended service warranty also covers 24-hour roadside service, which is not included in the new-car warranty package.

MOTION: Purchase the 7-year/or 120,000 miles extended service warranty on vehicle #1.

Pool/Voege Discussion CARRIED
Ayes: Pool, Voege, Groth, Hallman, Butow
Noes: None
Absent: None
Abstain: None

c) Approve new service connection fee.

It was acknowledged that the new-service connection fee currently in place, is extremely outdated. General Manager Koehler provided the Board with legal advice recently received, providing direction for implementing an updated and appropriate new-service connection fee. Discussion ensued. A final decision was not made; however, in order to go forward with the hardship service connection on School Way ordered by the California Department of Public Health, the Board of Directors ordered staff to use the figure of \$5,000 for a connection fee to be included in the costs for that installation.

Staff will prepare further documentation and a Resolution for Board action at the next Regular Meeting.

d) Approve alternatives to current production design.

General Manager Koehler presented the Board with various options available to address a design problem at one area of the distribution system. It was agreed that a plan will be presented for Board action at the July Regular Meeting.

7. GENERAL MANAGER'S REPORT, JUNE, 2008. (Agenda Item No. 8)

- a. State of the District.
- b. Total coliform at Tomki.
- c. Recovery Operations Specialty Services.
- d. Conservation.

Director Voege offered that there are a lot of opportunities for Grants from the State Department of Water Resources, for research and development projects, training, technical assistance, etc. He has contacted someone in Sacramento that could write Grant applications for the District. Director Voege has taken courses himself and he has a lot of information available; he offered to assist the General Manager any way he can.

- e. Flood Control letter and request to SCWA.
- f. Farm Bureau water committee.

Director Groth reported there is an opportunity for a bus tour of the Lake Mendocino area for a sponsorship fee of \$250.00. The Corps of Engineers has a small bus which limits the number of participants, and it is on a first-come, first-served basis.

Carre Brown said the Farm Bureau is handing over a \$250.00 check tomorrow morning.

MOTION: Pay the \$250.00 fee for District co-sponsorship of stated tour of Lake Mendocino.

Pool/Voege Discussion CARRIED
Ayes: Pool, Voege, Groth, Hallman, Butow
Noes: None
Absent: None
Abstain: None

8. FINANCIAL REPORT. (Agenda Item No. 9)

Director Groth noted that District is operating within the annual budget guidelines.

9. LOCAL AGENCY FORMATION COMMISSION OF MENDOCINO COUNTY – LAFCO. (Agenda Item No. 10).

The District has received a letter from LAFCO requesting additional supplemental information to the initial response to the MSR. The same letter has gone out to all Russian River Watershed water districts.

Carre Brown informed the Board that the Municipal Service Review (MSR) is a state-mandated requirement. General Manager Koehler informed the Board that staff has been compiling the data requested.

Mr. Nick Tibbetts arrived at 8:40 p.m. during the above discussion.

10. INLAND WATER & POWER COMMISSION. (Agenda Item No. 11)

The wording of a portion of the Agreement that was signed by the agencies contributing funds toward a local sponsor share of the Corps of Engineers Coyote Dam feasibility study, was discussed. That portion states that if a Study Participant fails to make payment as required under this Agreement, it shall forfeit its Project Entitlement.

This wording is found to be contrary to precedent already enacted by participants of the Agreement. Director Groth stated that he was serving on the Commission at the time the County had dropped out and when the County later came back as a participant. There was no problem with the County rejoining; the make-up fee's were paid at that time, and they are back in.

RVCWD was acting upon that very precedent when it voted in March 2008 to not pay the 3rd Progress Payment at the time. The Board expects to have the same opportunity as the County, by paying the make-up fee's and returning to participant status in the future.

Director Hallman stated that she never would have voted to not pay this round of funding if that meant a loss to future participation.

Conclusion: The wording of the Agreement is wrong according to the precedent already enacted by participants of the Agreement.

This issue will be brought back to the Commission at the July meeting.

As a point of information, Candace Horsley has agreed to serve the Commission as secretary.

11. MENDOCINO COUNTY RUSSIAN RIVER FLOOD CONTROL & WATER CONSERVATION IMPROVEMENT DISTRICT. (Agenda Item No. 12)

- a. Report of attendance at MCRRFC&WCID meetings.
- b. Consider any correspondence concerning the MCRRFC&WCID.
- c. Discussion and possible action on Flood Control District topics.

Break: 8:50 p.m.

Reconvene: 9:05 p.m.

Member of the public, Carre Brown, left the Meeting during the Break.

12. STATUS REPORT BY LEGISLATIVE CONSULTANT. (Agenda Item No. 6)

Mr. Nicholas Tibbetts provided the Board of Directors with material regarding recent legislative action known as PL 110-229 which, among other legislative matters, postpones the District's existing loan obligation to the U.S.D.I. Bureau of Reclamation until the District has an opportunity to find water sources and develop water rights, and pay for all that. He said, upon completion of all that, the District will be approached by the Bureau of Reclamation to renegotiate the loan, using the same obligation, the same number of dollars. He further added, the interest on the original loan is waived until such renegotiation is concluded.

After some discussion and review of the District's unique struggle, Board President Butow along with the other Directors thanked Mr. Tibbetts for his invaluable assistance and that of Mr. Doug Bosco, recognizing their years of efforts on behalf of the customers of Redwood Valley County Water District.

MOTION: Accept the report provided by Mr. Tibbetts and pay Mr. Tibbetts the contract amount.

Groth/Pool Discussion CARRIED
Ayes: Groth, Pool, Hallman, Voegel, Butow
Noes: None
Absent: None
Abstain: None

CORRECTION at Board of Directors Meeting July 17, 2008:

Director Hallman voted: "No". Remove Director Hallman's name from the "Ayes" and show name at the "Noes".

Corrected Vote: Ayes: Groth, Pool, Voegel, Butow
Noes: Hallman
Absent: None
Abstain: None

Mr. Tibbetts left the Meeting at 9:25 p.m.

13. REPORT OF ATTENDANCE AT AGENCY MEETINGS, I.E. CITY OF UKIAH, COUNTY BOARD OF SUPERVISORS, OTHER SPECIAL DISTRICT'S, COUNTY OF MENDOCINO PLANNING TEAM/HOUSING ELEMENT, NOT LISTED SEPARATELY HEREIN. (Agenda Item No. 19)

Director Voegel and Director Pool attended the Klamath River presentation held at the Parducci property. Director Voegel had several documents available concerning Water Rights vs. Private Water Rights in the Klamath Basin. A result of attending was some sense that all entities could actually work together up to a point.

14. SONOMA COUNTY WATER AGENCY. (Agenda Item No. 20)

The SCWA has published and mailed requests for water conservation.

15. STATUS REPORT OF 2800 ACRE-FEET STORAGE RIGHT. (Agenda Item No. 23)

Nothing new to report.

16. DIRECTORS AND STAFF REPORTS AND DISCUSSION OF NON-ACTION TOPICS.
(Agenda Item No. 24)

Looking to the future, Director Voege offered assistance in preparing a letter to our customers announcing a town-hall type meeting regarding conservation issues.

General Manager Koehler said the Fire Chief has stated the fire department facility is available again, if needed.

17. CONSIDER ATTENDANCE AT SEMINARS, TRAINING EVENTS, CONFERENCES AS RECEIVED SINCE LAST MEETING. (Agenda Item No. 25)

Nothing presented.

Board Secretary left the meeting room at 9:59 p.m. prior to Closed Session.

10:00 P.M.

CLOSED SESSION

18. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Agenda Item No. 13)

- d. Public Employee Performance Evaluation – W.T.P. Operator T-3/Distribution Operator D-3 - G. C. 54957.
- e. Public Employee Performance Evaluation – W.T.P. Operator T-2/Distribution Operator D-2 - G. C. 54957.
- f. Public Employee Performance Evaluation – W.T.P. Operator T-1/Distribution Operator D-1 - G. C. 54957.

10:40 P.M. General Manager left the meeting room during the next item:

- g. Public Employee Performance Evaluation – General Manager - Government Code 54957.

10:54 P.M.

OPEN SESSION

10:55 P.M. General Manager and Board Secretary returned to the meeting room.

19. REPORT OF ACTION TAKEN IN CLOSED SESSION ITEM NO. 18. (Agenda Item No. 14)

- d. Public Employee Performance Evaluation – W.T.P. Operator T-3/Distribution Operator D-3
- e. Public Employee Performance Evaluation – W.T.P. Operator T-2/Distribution Operator D-2.
- f. Public Employee Performance Evaluation – W.T.P. Operator T-1/Distribution Operator D-1.
- g. Public Employee Performance Evaluation – General Manager.

Board President Butow stated that performance evaluations of the employees listed in Items 'd', 'e', 'f', and 'g' were reviewed in Closed Session.

20. CONSIDER PERFORMANCE MERIT INCREASE

- d) W.T.P. OPERATOR T-3, DISTRIBUTION OPERATOR D-3 (Agenda Item No. 15)
- e) W.T.P. OPERATOR T-2, DISTRIBUTION OPERATOR D-2 (Agenda Item No. 16)
- f) W.T.P. OPERATOR T-1, DISTRIBUTION OPERATOR D-1 (Agenda Item No. 17)

MOTION: At this time, grant a one-time cost-of-living increase of 4.5% on the employees shown as T-3/D-3, T-2/D-2 and T-1/D-1.

Groth/Voege Discussion CARRIED
Ayes: Groth, Voege, Hallman, Pool, Butow
Noes: None
Absent: None
Abstain: None

21. CONSIDER PERFORMANCE MERIT INCREASE, GENERAL MANAGER. (Agenda Item No. 18)

MOTION: It is the pleasure of the Board of Directors to recommend and agree upon a \$5000.00 annual pay increase for the General Manager.

Groth/Voege Discussion CARRIED
Ayes: Groth, Voege, Pool, Hallman, Butow
Noes: None
Absent: None
Abstain: None

The Meeting ended at 11:05 p.m.

The next Regular Meeting is scheduled for 7:00 p.m. on Thursday, July 17, 2008 at the Water District Office, 2370 Webb Ranch Road, Redwood Valley, California.

APPROVED As Corrected: Board of Directors

DATE: July 17, 2008

SIGNED: Linda Groth
Secretary, Board of Directors

At Board of Directors Meeting 7/17/08, **Correction Made, Page 5, Item #12: Correct the Ayes/Noes vote.**