

MINUTES
REDWOOD VALLEY COUNTY WATER DISTRICT
2370 Webb Ranch Road
Redwood Valley CA 95470
(707) 485-0679

Thursday, August 18, 2011

DIRECTORS PRESENT: Donald E. Butow, Jeanette Hallman, Hal Voege, Granville Pool, Merle Reuser

DIRECTORS ABSENT: None

STAFF PRESENT: William Koehler, General Manager

Linda Groth, Office Manager/Secretary, Board of Directors

Paula Berezay, Assistant Office Manager

OTHERS PRESENT: Will Carson-Millview CWD, Jack Spilman

CALL TO ORDER: 7:00 P.M.

1. ROLL CALL.

Hal Voege, Director
Granville Pool, Vice President
Merle Reuser, Director
Jeanette Hallman, Director
Donald Butow, President

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

None.

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

None.

4. APPROVAL OF CONSENT CALENDAR.

- 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. District Activity.

After review and clarification, a Motion was made.

MOTION: Accept Consent Calendar as presented.

Pool/Voege Discussion CARRIED

AYES: Pool, Voege, Hallman, Reuser, Butow

NOES: None

ABSENT: None

ABSTAIN: None

5. APPROVAL OF MINUTES AS PRESENTED.

Minutes, Regular Meeting
Board of Directors, R.V.C.W. D.
August 18, 2011

The Minutes of July 21, 2011 were presented.

MOTION: Accept the Minutes of July 21, 2011 as presented.

Voege/Reuser Discussion CARRIED

AYES: Voege, Reuser, Hallman, Pool, Butow

NOES: None

ABSENT: None

ABSTAIN: None

6. DIRECTORS AND STAFF REPORTS AND DISCUSSION OF NON-ACTION TOPICS.

Nothing presented.

7. DIRECTORS AND STAFF REPORTS OTHER THAN THOSE LISTED IN GENERAL MANAGER'S REPORT.

ACTION ITEMS.

a. Conservation, other than in GM Report. Nothing submitted.

b. Elections in November, 2011.

Each of the three incumbents whose terms of service on the Board of Directors will conclude in December this year, have Filed the Declaration of Candidacy papers at the County Elections Department to continue their service to the residents of Redwood Valley. The incumbents are: Hal Voege, Granville Pool and Merle Reuser. The County Elections Department has informed the District that two more candidates have also Filed. They are: Jack Spilman and also Pam Ricetti. As a result of more Filers than there are vacancies on the Board of Directors, the District will go to Election in November this year. Each District must reimburse the County for costs involved (printing ballots, renting election site, etc.) for holding an Election for that District.

8. GENERAL MANAGER'S REPORT AND ACTION ITEMS, AUGUST, 2011.

A. District Operations.

GM Koehler reported that we experienced some excitement starting last Saturday when one of our CAV's in the Lake Ridge area, blew out. Combination air valves (CAV's) serve to release air when the line is filling and to intake air when the line is emptying. The CAV's were installed in 1978 and are frequently located under the road surface with a brown concrete lid set in the road asphalt. Although one of the CAV's in the Lake Ridge Area blew out, the rock work we did as remedial work in previous years, performed perfectly and there was no drainage down the hill. With extreme caution, the repair was made. GM Koehler instructed staff to examine everything even remotely in the vicinity, and we ended up replacing four (4) CAV's. The project took most of the week to complete.

B. Personnel.

The most recent hire has been terminated. A replacement laborer has been hired and he has experience related to the tasks here. He will also be obtaining water treatment certification and water distribution certification as required.

C. Road B mystery leak.

The property owner on Road B has accepted the fact that the seeping water is not coming from our District main.

D. Xeriscape/landscape.

The xeriscape/landscape design submitted by the landscaper did not meet the criteria set by the Board of Directors even after reiteration by General Manager Koehler.
The Board of Directors agreed: Thank you but No thank you.
The matter is finished.

E. Financial Statement.

Clarification of an expense in the amount of \$890, posted to general ledger account 5200 last month, was provided. It was for propane at the Tomki Road emergency generator. This is the first time in two years that we have topped off the tank.

F. ACWA.

A Ballot for an Association of California Water Agencies (ACWA) Director and ACWA Committee Member was reviewed.
The Board of Directors is not familiar with the candidates and felt it was appropriate to not participate in this particular election.

G. SCWA/merger.

SCWA Staff Grant Davis and Pam Jeane, as well as their newly formed ad hoc committee will be coming to Ukiah/Redwood Valley on August 30, 2011 for a tour of both District facilities. GM Koehler will show them Redwood's intake, its master meter and the treatment plant. GM White will show them some of the FCD's newly installed meters, their storage ponds and the stream gauge. The two Supervisors serving as the SCWA Board of Directors are Efren Carrillo and Mike McGuire. Mr. Carrillo is the current President of the Sonoma County Board of Supervisors and Chair of the SCWA Board of Directors. He represents the 5th District which includes the Russian River Basin. Mr. McGuire is the Sonoma County B.O.S. representative to the Eel Russian River Commission.
Both Sean White and Bill Koehler will prepare an agenda and both local ad hoc committees will attend along with staff.
Arrangements are being made to use Trustee Richard Shoemakers' vehicle, an extended van, for transportation so that all will be able to share the one vehicle for this approximately 1-hour tour.

9. BUDGET, FISCAL YEAR 2011-12.

a. Discussion and possible approval of FY 2011-12 Budget.

The proposed budget was reviewed.
We will add into the budget for the Election Costs.
We will budget \$15,000 to support and calibrate annual maintenance on the stream gauge.
We've kept the revenue flat, we've kept the payroll flat, and we've cut back a bit on the capital projects as they might change.

GM Koehler forewarned the Board that Tank Maintenance will be a significant item on next year's budget because of new, very costly regulations coming from the regulatory agencies. It could run a minimum of \$25,000 each for our 6 tanks.

We have the County D.O.T. School Way Bridge Relocation Project coming up. The projected cost to the District is approximately \$350,000 for relocating the domestic and ag water transmission mains because of the County Project.

After further review and discussion of various topics including, a), unknown costs of purchasing water from the Sonoma County Water Agency or the M.C. Russian River Flood Control District, and b), additional new regulatory demands expected on matters other than the Tank Maintenance, a Motion was made.

MOTION: Accept the Fiscal Year 2011/2012 Budget as presented and discussed.
Voege/Reuser Discussion CARRIED
AYES: Voege, Reuser, Hallman, Pool, Butow
NOES: None
ABSENT: None
ABSTAIN: None

10. FINANCIAL REPORT.

The Financial Report for the first month of the new fiscal year was reviewed and discussed.

MOTION: Approve the Financial Report as presented.
Pool/Reuser Discussion CARRIED
AYES: Pool, Reuser, Hallman, Voege, Butow
NOES: None
ABSENT: None
ABSTAIN: None

11. LOCAL AGENCY FORMATION COMMISSION OF MENDOCINO COUNTY – LAFCO.

Nothing new to report.

12. M. C. INLAND WATER & POWER COMMISSION.

- a. Report of attendance at IW&PC Meetings.
- b. Consider any correspondence concerning the IW&PC.
- c. Discussion and possible action on IW&PC topics.

President Butow reported that the Commission held a Special Meeting in order to consider the bid from an insurance agency that offers insurance coverage for a very narrow market of organizations such as the IW&PC. The Commissioners agreed to accept the bid, and the RV District 1/5th share of the first year of insurance coverage is \$378.00. GM Koehler added that it was decided that the first year insurance will be taken out of the IW&PC bank account which holds funds contributed by each of its 5 members. Next year it will be presented as a separately billed item for approval.

So, that action brings the Commission in compliance with the portion of its own Bylaws regarding insurance coverage, and will allow the contract with Public Relations/Education/Outreach Consultant, Mrs. Poulos, to be finalized.

President Butow credited County Supervisor Carre Brown for her hours spent researching the JPA establishing the creation of the IW&PC, and the IW&PC Bylaws. He noted that neither the insurance requirement, nor the requirement to adopt its annual budget in January each year, had been previously enacted.

Director Voege reported that Consultant Poulos informed the Commission that there is a group that is doing conservation work on the Eel. It is not Friends of the Eel River. She recommends that the IW&PC should support that effort, and the Commission was in agreement. She also recommended that we find

out what the Fork Name is for that little stretch on the Eel that has the two dams on it, and then, let's call it that Fork, let's not call it the Main Stem or Main Branch. It's just a small portion of a Fork.

13. MENDOCINO COUNTY RUSSIAN RIVER FLOOD CONTROL & WATER CONSERVATION IMPROVEMENT DISTRICT.

- a. Approve statement for payment of final balance on the 2010 water purchase.
- b. Report of attendance at MCRRFC&WCID meetings.

President Butow reported that the Meeting was short, there was no closed session, and it lasted about 45 minutes.

GM Koehler discussed an invoice we received recently for the balance due on the water purchased from the FCD. We do agree that we drew 1,086.77 acre-feet of water and that we have already paid \$30,000 to the FCD 'in advance' of them finalizing their Annual budget. However, there are a couple of items listed on their Annual Budget that appear to not be in compliance with the Stipulated Judgment. GM Koehler has opened a dialog with GM White about these items.

The Board of Directors asked GM Koehler to continue his dialog with GM White and bring that information back to the Board for consideration at its next Meeting.

14. REPORT OF ATTENDANCE AT AGENCY MEETINGS, I.E. CITY OF UKIAH, COUNTY BOARD OF SUPERVISORS, OTHER SPECIAL DISTRICT'S, COUNTY OF MENDOCINO DEPARTMENTS OR OTHER ENTITY NOT LISTED SEPARATELY HEREIN.

GM Koehler and Director Voegel reported on attendance at the Eel-Russian River Commission meeting. The meeting topics included block water releases, algae issues, pike minnow issues, quagga mussel issues.

According to Fish and Game there is no relation between the algae and the fish die-off in the river.

The participating agencies in the Watershed Sanitary Survey (City of Ukiah, Millview CWD and Redwood Valley CWD) will be having their initial meeting later this month.

15. SONOMA COUNTY WATER AGENCY.

The upcoming meeting (August 30, 2011) between the RV and FCD ad hoc committees and the SCWA staff and two Sonoma County Supervisors serving on the SCWA Board of Directors was reported earlier in the meeting.

16. STATE WATER RESOURCES CONTROL BOARD.

Nothing to report.

17. STATUS REPORT OF PLACE OF USE ISSUES.

Nothing to report.

18. STATUS REPORT OF 2800 ACRE-FEET STORAGE RIGHT.

Nothing to report.

19. CONSIDER ATTENDANCE AT SEMINARS, TRAINING EVENTS, CONFERENCES AS RECEIVED SINCE LAST MEETING.

GM Koehler reported that he attended a training event today in Ukiah at no cost. It fulfills contact hours for his Certification points.

BREAK: 8:41 p.m.

Will Carson and Jack Spilman left the Meeting during intermission before the Closed Session.

RECONVENE: 8:55 p.m.

Staff Linda Groth and Paula Berezay left the Meeting room before Closed Session.

CLOSED SESSION: 8:56 p.m.

General Manager Koehler remained in the room with the Board of Directors at this time.

20. PUBLIC EMPLOYEE PERFORMANCE EVALUATIONS.

No specific complaints or charges will be considered. - Government Code Section 54957.

General Manager William Koehler.

Office Manager Linda Groth.

Assistant Office Manager Paula Berezay.

9:42 p.m.

General Manager William Koehler left the Closed Session Meeting room.

9:43 p.m.

Office Manager Linda Groth returned to the Meeting room for the Closed Session, Public Employee Performance Evaluation.

10:08 p.m.

Office Manager Linda Groth left the Closed Session Meeting room.

10:09 p.m.

Assistant Office Manager Paula Berezay returned to the Meeting room for the Closed Session, Public Employee Performance Evaluation.

10:29 p.m.

Assistant Office Manager Paula Berezay left the Closed Session Meeting room.

OPEN SESSION: 10:30 p.m.

21. REPORT OF CLOSED SESSION ITEM NO. 20.

President Butow announced that the Public Employee Performance Evaluations have been completed. There is nothing to report. He thanked the staff for their patience during this process.

The Meeting Ended at 10:31 p.m.

The next Regular Meeting will be at 7:00 p.m. on Thursday, September 15, 2011 at the Water District Office, 2370 Webb Ranch Road, Redwood Valley, California.

APPROVED: Board of Directors

DATE APPROVED: September 15, 2011

SIGNED: Linda Groth
Secretary, Board of Directors