

BOARD OF DIRECTORS
LOWER LAKE COUNTY WATERWORKS DISTRICT NO. 1
P.O. BOX 263, LOWER LAKE, CA 95457-0263
Phone: 707-994-6009 Fax: 707-994-7415
Email: lowerlakewater@mchsi.com

AGENDA

REGULAR MEETING: OCTOBER 13TH, 2020, 4:00 PM
Held Via Teleconference Due to Covid-19
The Public May Attend Via Teleconference by Calling
(978) 990-5040 And use Access Code: 1125874#

DIRECTORS:

FRANK HAAS, CHAIR
COLETA BARNHART, VICE CHAIR
FRANK McELWAIN, DIRECTOR
BRIANNA COOK, DIRECTOR
MARTIN SCHLEIF, DIRECTOR

Any person may speak for five (5) minutes on any agenda item; however, total public input per item is not to exceed 20 minutes, unless extended at the discretion of the Board. This rule does not apply to public hearings. Non-timed items may be taken up at any unspecified time.

REQUEST FOR DISABILITY-RELATED MODIFICATION OR ACCOMMODATION:

A request for a disability-related modification or accommodation necessary to participate in the Board of Directors meeting should be made in writing to the Secretary of the Board at least 48 hours prior to the meeting

- A. **CALL TO ORDER** at _____ p.m.
- B. **APPROVE MINUTES OF THE BOARD OF DIRECTORS REGULAR MEETING HELD SEPTEMBER 8TH, 2020, THE SPECIAL MEETING HELD SEPTEMBER 21ST, 2020, AND THE SPECIAL MEETING SEPTEMBER 29TH, 2020: Discussion/Possible Action**
Moved _____ 2nd _____ yes _____ no _____ abstain _____
- C. **FINANCIAL**
1. **Review and Discuss the Financial Statement: Discussion/Possible Action**
Moved _____ 2nd _____ yes _____ no _____ abstain _____
- D. **PUBLIC INPUT:** *Any person may speak about any subject of concern provided it is within the jurisdiction of the Board of Directors and is not already on today's agenda*
- E. **CORRESPONDENCE:** None
- F. **GENERAL MANAGER'S REPORT**
Moved _____ 2nd _____ yes _____ no _____ abstain _____
- G. **OLD BUSINESS:**
1. **Update on Main Street Office: Discussion/Possible Action**
Moved _____ 2nd _____ yes _____ no _____ abstain _____

2. Consideration to Adopt/Update Clerk of the Board/Internal Auditor Job Description:

Discussion/Possible Action

Moved _____ 2nd _____ yes _____ no _____ abstain _____

3. Consideration to Adopt/Update General Manager Job Description: *Discussion/Possible Action*

Moved _____ 2nd _____ yes _____ no _____ abstain _____

H. NEW BUSINESS:

1. Consideration to Approve Updated Policy 2156- Standby Time: *Discussion/Possible Action*

Moved _____ 2nd _____ yes _____ no _____ abstain _____

2. Consideration to Approve Updated Policy 2110- Health and Welfare Benefits:

Discussion/Possible Action

Moved _____ 2nd _____ yes _____ no _____ abstain _____

3. Consideration to Set Salary Range for General Manager Position and Post Advertisement in the Record Bee and Other Places: *Discussion/Possible Action*

Moved _____ 2nd _____ yes _____ no _____ abstain _____

4. Consideration to Update West America Bank Signature Card: *Discussion/Possible Action*

Moved _____ 2nd _____ yes _____ no _____ abstain _____

5. Consideration to Approve Accounting Clerk Vacation Step Reinstatement Upon Rehire:

Discussion/Possible Action

Moved _____ 2nd _____ yes _____ no _____ abstain _____

6. Consideration to Have California Special Districts Association (CSDA) Audit Our Districts PG&E Bills to Find Discrepancies From PG&E Mistakes: *Discussion/Possible Action*

Moved _____ 2nd _____ yes _____ no _____ abstain _____

7. Consideration to Hire an Accounting Firm for Quarterly Reviews: *Discussion/Possible Action*

Moved _____ 2nd _____ yes _____ no _____ abstain _____

8. Consideration to Adopt Resolution 2020-05 Increasing Reserves in the General Operating Fund: *Discussion/Possible Action*

Moved _____ 2nd _____ yes _____ no _____ abstain _____

I. CONSIDERATION OF ITEMS NOT APPEARING ON THE POSTED AGENDA: *Consideration of items not appearing on the posted agenda, if necessary, requires the following Board action prior to consideration: [1] a determination by a majority vote of the Board that an emergency situation exists (as defined in Section 54956.9 of the Brown Act); or [2] a determination by a four-fifths vote of the Board or, if less than four-fifths of the members are present, a unanimous vote of those members present, that there is a need to take immediate action and that the need for action came to the attention of the District subsequent to the agenda being posted*

J. ANNOUNCEMENTS

- 1. Ethics Training for Board Members**
- 2. Next Regular Meeting to be Held November 13th, 2020 at 4:00pm**

ADJOURNMENT at _____ **p.m.**

Moved _____ 2nd _____ yes _____ no _____ abstain _____

Posted October 9th, 2020: by Todd Fiora, General Manager