

**BOARD OF DIRECTORS**  
**Lower Lake County Waterworks District No. 1**  
**Minutes of the August 11th, 2020 Regular Meeting**

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**A. CALL TO ORDER**

Chair Frank Haas called the Regular Meeting of the Board of Directors to order at 4:00 P.M., Directors Frank Haas, Martin Schleif, Coleta Barnhart, and Brianna Cook and General Manager, Todd Fiora were present; Directors Frank McElwain and Clerk of the Board, Meri Browning, attended by phone.

**B. APPROVAL OF MINUTES:**

The minutes from the Regular Board Meeting held July 9<sup>th</sup> and June 23<sup>rd</sup> were reviewed. Director Coleta Barnhart moved and Director FH seconded a motion to approve both minutes. Chair Haas called for a vote, 4 ayes, 0 nay, and 0 abstain.

**C. FINANCIAL:**

The June 2020 financial report was reviewed by board members. Director Frank McElwain asked for an explanation of expenses charged to "Travel & Transportation" and Clerk Meri Browning stated that the majority of those expenses were gas for work trucks. Director Barnhart moved and Director Cook seconded to approve the financial statement. The vote was 5 ayes, 0 nays, and 0 abstain.

**D. PUBLIC INPUT:**

None.

**E. CORRESPONDENCE:**

None.

**F. GENERAL MANAGER'S REPORT:**

Todd gave a verbal report: 1) COVID-19 leaves office closed. 2) Fire hydrant testing still in progress and catching up on blue markers for identifying hydrants at night. 3) Leaks/maintenance has found five leaks from since July. 4) Twin Lakes booster pump station failed in June and warranty gave replacement to get pump running again. 5) HWY29 easement as Cal-Trans asked us to abandon the line or re-route. The estimate for this project is \$3,375. 6) Past minutes are starting to catch up between end of September and December for approval. Director Barnhart moved and Director Schleif seconded to approve the General Manager's Report. The vote was 5 ayes, 0 nays, and 0 abstain.

**G. OLD BUSINESS:**

1. **Main Street Office Update on Progress and Cost:** Todd reviewed costs-do-date. No action required.

**H. NEW BUSINESS:**

1. **Public Hearing 4:30PM – Consideration to Approve Adopted 2020-2021 Budget:** Director Schleif moved and Vice Chair Barnhart seconded to approve the 2020-2012 budget. The vote was 5 ayes, 0 nays, and 0 abstain.
2. **Review and Consideration to Accept 2018-2019 Audit:** Cleaned up CalPERS from Audit. Director Schleif moved and Chair Haas seconded to approve the 2018-2019 audit changes. The vote was 5 ayes, 0 nays, and 0 abstain.
3. **Consideration to Add Sink in Board Room at the Main Street Office:** Is a third sink necessary? Director McElwain moved and Chair Haas seconded to approve the sink in the new board room. The vote was 2 ayes, 3 nays; Chair Haas and Director McElwain voted aye, while Vice Chair Barnhart, Director Cook, and Director Sheilf voted nay.

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4. **Consideration to Purchase New Generator for Main Street Office:** Update to a Diesel, 30KW puller generator, for \$25,825, in the event of a PSP, or fire, when the power may be off, to run the entire office. Director McElwain moved and Chair Haas seconded to approve the purchase of a new generator. The vote was 5 ayes, 0 nays, and 0 abstain.
5. **Consideration to have the Water Service Line Replaced for Main Street Office:** Use staff operators to help the project and cut costs of the repair. Director Schleif moved and Vice Chair Barnhart seconded to approve the replacement of the water service line on Main Street. The vote was 5 ayes, 0 nays, and 0 abstain.
6. **Consideration to Declare Rancho Redwood Tank as Surplus and No Longer Needed by the District:** 40,000gallon redwood tank that is deteriorating. Director Schleif moved and Director McElwain seconded to approve the Surplus of the Rancho Redwood Tank. The vote was 5 ayes, 0 nays, and 0 abstain.
7. **Consideration to Determine Value of the Rancho Tank and Discuss Sale Options:** The proposed idea is to treat as high dollar value and advertise to the public for bid. The estimated value could be greater than \$5,000. Vice Chair Barnhart moved and Director Cook seconded to approve the sale options for the Rancho Tank. The vote was 5 ayes, 0 nays, and 0 abstain.

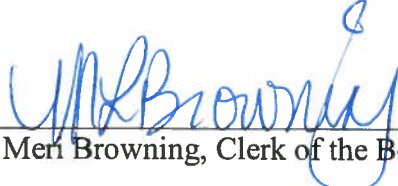
**J. CONSIDERATION OF ITEMS NOT APPEARING ON THE POSTED AGENDA.**  
Accepts appraisal value of the easement on highway 29. Director Schleif moved and Vice Chair Barnhart seconded to approve the addition of appraisal value for an easement. The vote was 5 ayes, 0 nays, and 0 abstain.

**K. ANNOUNCEMENTS**

1. **Ethics Training for Board Members**
2. **Next Regular Meeting to be held September 8th, 2020 at 4:00 P.M**

**L. ADJOURNMENT AT 5:31 P.M.**  
There being no further business, Director Barnhart motioned and Chair Haas seconded to adjourn the meeting. President Haas called for a vote, 5 ayes, 0 nay, and 0 abstain.

  
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Frank Haas, Chairman  
Approved: November 10, 2020

  
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Attest: Meri Browning, Clerk of the Board