

**BOARD OF DIRECTORS**  
**Lower Lake County Waterworks District No. 1**  
**Minutes of the August 19th, 2021 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 4:01 P.M., Chair Frank Haas, Vice Chair Martin Schleif, and Director Frank McElwain were present. Also present were Billy Inman, General Manager and Amy Loren, Clerk of the Board. No Public was present.

**B. DROUGHT HEARING:** The Board reviewed Drought Ordinance No. 89-1. Discussion only.

--Director Brianna Cook joined the meeting at 4:03PM--

**C. PUBLIC INPUT:** none

**D. APPROVE MINUTES OF THE BOARD OF DIRECTORS REGULAR MEETING HELD**

**July 15, 2021:**

On a motion from Vice Chair Schleif, seconded by Director Cook, the motion passed with 4 ayes, 0 nays.

**E. FINANCIAL:**

1. **Review and Discuss the Financial Statement:** The Board was provided a check register and a Financial Statement for the month of July 2021. The Board approved the financials on a motion from Vice Chair Schleif, seconded by Chair Haas, the motion passed with 4 ayes, 0 nays.

**F. CORRESPONDENCE:** none

**G. GENERAL MANAGER REPORT:**

1. **Covid-19 update:** Governor's Executive order stays valid up to September 30, 2021. We may resume shutoffs for nonpayment after this date but must offer payment arrangements.
2. **Chlorine Shortage:** There is still a chlorine shortage statewide. We are supplementing our chlorine supply with bulk delivery from our new alternate vendor.
3. **Emergency Drought Funding:** The General Manager has filed an application with the state, in an attempt to get an emergency grant to drill more source wells. No new information to report.
4. **Well draw downs and run time:** Billy discussed well levels, treatment, and production. The leak by the cemetery has been temporarily repaired. The fix reduced run time from 21hrs to 18hrs. Plant A is being turned off at night to recharge.

**H. OLD BUSINESS:**

1. **Opening and Consideration of Sealed Bids for Generac 14kw Generator:** No bids were received. Billy suggested the option of selling the generator outright. Brianna asked about the possibility of donating the generator. The Board agreed to reduce the minimum bid to \$2,000 and keep bidding open until the next regular meeting, on a motion by Vice Chair Schleif, seconded by Director McElwain, with 4 ayes, 0 nays.
2. **Discuss Creekside Mobile Home Park's Waterline above Cache Creek:** Due to the Cache Fire that broke out Wednesday, August 18<sup>th</sup>, the mobile home park lost all but 4 homes. The responsibility for repair and flushing of the line falls outside of our district. Discussion only.

**I. NEW BUSINESS:**

1. **Consideration to Approve the 2021-2022 Adopted Budget:** The budget was reviewed and approved in a motion by Vice Chair Schleif, seconded by Chair Haas, with 4 ayes, 0 nays.

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2. **Consideration to Adopt Ordinance 2021-01, An Ordinance Amending Ordinance No. 85-1 Establishing Rules and Regulations for Service by the Lower Lake County Waterworks District No. 1 (first reading):** The Ordinance was reviewed. The amendment to the ordinance was in regard to changing the due date for customers' bills from 30 days to 20 days from the billing date. Chair Haas requested we consult with legal counsel regarding the changes, and in a motion by Vice Chair Schleif, seconded by Director McElwain the first reading of the Ordinance was accepted with 4 ayes, 0 nays.
3. **Consideration to Adopt Resolution No. 2021-05, A Resolution Declaring A Stage I Water Shortage Emergency Condition And Implementing Voluntary Restrictions on Water Use to Reduce Water Demand for the Lower Lake County Waterworks District No. 1:** The Resolution was reviewed and adopted on a motion by Vice Chair Schleif, seconded by Chair Haas, with 4 ayes, 0 nays.
4. **Consideration to Enroll Clerk, Amy Loren in the CSDA 2021 Board Secretary/Clerk Conference:** The Board agreed that the training and certification to be gained through the course would be beneficial to the district. Chair Haas asked for research to be done regarding eligible travel expenses including insurance. Enrollment in the course for Amy was approved in a motion by Vice Chair Schleif, seconded by Director Cook, with 4 ayes, 0 nays.

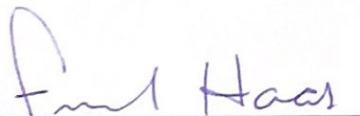
J. **CONSIDERATION OF ITEMS NOT APPEARING ON THE POSTED AGENDA:** none

K. **ANNOUNCEMENTS**

1. **Next Regular Meeting to be held September 16<sup>th</sup>, 2021 at 4:00pm**

**ADJOURNMENT AT 4:50 P.M.**

There being no further business, a motion for adjournment was made by Vice Chair Schleif, seconded by Chair Haas, with 4 ayes, 0 nays.

  
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Frank Haas, Chairman

  
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Attest: Amy Loren, Clerk of the Board

Approved: September 16, 2021