

BOARD OF DIRECTORS
Lower Lake County Waterworks District No. 1
Minutes of the September 16th, 2021 Regular Meeting

A. CALL TO ORDER

Chair Frank Haas called the Regular Meeting of the Board of Directors to order at 4:00 P.M., Chair Frank Haas, Vice Chair Martin Schleif, Director Brianna Cook and Director Barnhart were present. Also present were Billy Inman, General Manager and Amy Loren, Clerk of the Board. No Public was present.

B. APPROVE MINUTES OF THE BOARD OF DIRECTORS REGULAR MEETING HELD August 19, 2021:

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

C. FINANCIAL:

1. **Review and Discuss the Financial Statement:** The Board was provided a check register for the month of August and a revised Financial Statement for July 2021. Amy explained that some additional corrections had come through from the County and she wanted to provide The Board with a more accurate statement for July. By the next Board Meeting all the County's end of year adjustments should be complete and a Financial Statement for August and September will be ready at that time. The Board approved the financials on a motion from Vice Chair Schleif, seconded by Director Cook, the motion passed with 4 ayes, 0 nays.

D. PUBLIC INPUT: none

E. CORRESPONDENCE: none

F. GENERAL MANAGER REPORT:

1. **Action Sheet Items & Projects:** Director Barnhart had requested an update on the progress of the District's projects for the year. Billy provided an action sheet for review and discussed progress.
2. **Creekside Mobile Home Park:** Billy reported that Knocti Water is willing to take over water service for Creekside and the 4 homes remaining. The Board asked to make this an agenda item for the next meeting. Chair Haas asked to see the revenue generated from the mobile home park at the next meeting. Discussion only.

G. OLD BUSINESS:

1. **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 (second 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. Director Schleif expressed concerns that the 20th of the month might be inconvenient for customers that don't get paid until the 25th. It was agreed to amend the billing due date change from the 20th to the 25th. In a motion by Director Barnhart, seconded by Chair Haas the second reading of the Ordinance was accepted with 4 ayes, 0 nays.
2. **Discuss the CSDA 2021 Board Secretary/Clerk Conference:** Amy wanted to update the Board about the conference. She was able to enroll for the conference and book a hotel room. Legal Counsel was consulted about driving a personal vehicle for district business. Discussion only.

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H. NEW BUSINESS:

3. **Consideration to Remove Generac 14kw Generator from Surplus:** Billy recommended we keep the generator since no bids have been received. We could use the generator to power our bulk water station. The consideration was approved in a motion by Vice Chair Schleif, seconded by Chair Haas, with 4 ayes, 0 nays.

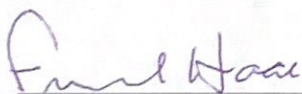
I. CONSIDERATION OF ITEMS NOT APPEARING ON THE POSTED AGENDA: none

J. ANNOUNCEMENTS

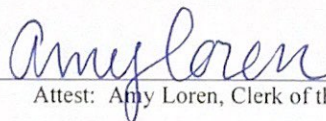
1. **Next Regular Meeting to be held October 21st, 2021 at 4:00pm**

ADJOURNMENT AT 4:24 P.M.

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



Frank Haas, Chairman



Attest: Amy Loren, Clerk of the Board

Approved: October 21, 2021