

**BOARD OF DIRECTORS**  
**Lower Lake County Waterworks District No. 1**  
**Minutes of the November 22<sup>nd</sup>, 2021 Regular Meeting**

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(Notice: The Regular Meeting of the Board of Directors scheduled for November 18<sup>th</sup> 2021 at 4:00 P.M. was forced to adjourn for lack of a quorum.)

**A. CALL TO ORDER**

Chair Frank Haas called the Regular Meeting of the Board of Directors to order at 8:05 A.M., Chair Frank Haas, Vice Chair Martin Schleif, Director Frank McElwain, 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 October 21, 2021:**

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

(Director Cook joined the meeting by phone at 8:07 A.M.)

**C. FINANCIAL:**

1. **Review and Discuss the Financial Statement:** The Board was provided a check register and a financial statement for October 2021. Director McElwain asked for some clarification about certain vendors on the check register. The Board approved the financials on a motion from Vice Chair Schleif, seconded by Chair Haas, the motion passed with 5 ayes, 0 nays.

**D. PUBLIC INPUT: none**

**E. CORRESPONDENCE: none**

**F. GENERAL MANAGER REPORT:**

1. **Covid 19:** The Governor's executive order remains in effect until December 31, 2021.
2. **Emergency Drought Funding:** The emergency grant of \$500,000 for source wells and expansion was approved and is just awaiting a written agreement to present to the Board.
3. **Well #1 Pump and Control issues-** Well pump for well #1 went to ground. The pump and some controls have been damaged and are now running "underload". Waiting on quote for new pump and control.
4. **Emergency Intertie-** Billy had a meeting with senator McGuire and District Supervisors. We are working on getting the emergency intertie moved up to funding. We will be having a meeting with the SWRCB to discuss further. Vice Chair Shleif moved to accept the General Manager's report. The motion was seconded by Director McElwain with 5 ayes, 0 nays.

**G. OLD BUSINESS:**

1. **Discuss Potential Loss of Revenue from Creekside Mobile Home Park:** Park usage and revenue was discussed. The Board agreed that it is in the best interest of the District to let Konocti Water assume responsibility for the park, in a motion by Director Shleif, second by Director McElwain with 5 ayes, 0 nays.
2. **Discuss Shortage of Cash in Assessment District No. 93-1 and Review Correspondence from NBS:** Discussion only. Tabled.

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**H. NEW BUSINESS:**

1. **Review and Consideration to Accept 2020-2021 Audit and Authorize Board Chair and General Manager to sign:** The audit was accepted in a motion by Vice Chair Schleif, seconded by Director Barnhart, with 5 ayes, 0 nays.
2. **Discuss CSDA Clerk of the Board Conference and Consideration to Reimburse Employee Expenses:** The reimbursement of employee expenses was approved in a motion by Vice Chair Schleif, seconded by Director Barnhart with 5 ayes, 0 nays.
3. **Consideration to Adopt Policy 4100, Ethics Training:** In a motion by Vice Chair Schleif, seconded by Director Barnhart, the policy was adopted with 5 ayes, 0 nays.
4. **Discuss California Rural Water Association 2022 Education and Exhibitor Expo:** Discussion only. Tabled.

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

**J. ANNOUNCEMENTS**

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

**ADJOURNMENT AT 9:02 A.M.**

There being no further business, a motion for adjournment was made by Vice Chair Schleif, seconded by Chair Haas, with 5 ayes, 0 nays.

  
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Frank Haas, Chairman

  
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Attest: Amy Loren, Clerk of the Board

Approved: December 16, 2021