

**BOARD OF DIRECTORS**  
**Lower Lake County Waterworks District No. 1**  
**Minutes of the March 17th, 2022 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. Chair Frank Haas, Directors Frank McElwain and Coleta Barnhart were present. Also present were Billy Inman, General Manager and Amy Loren, Clerk of the Board. A member of the Public, Jill Jenson from Lincoln-Leavitt Insurance was present, and also LLCWD field staff Mike Kallerman, James Kingland, Duane Nowinsky, and Wayne Rivera. Director Brianna Cook attended by phone.

*Chair Haas asked if The Board wouldn't mind skipping ahead to item I, Consideration of Items Not Appearing on the Posted Agenda to accommodate Ms. Jenson.*

- I. CONSIDERATION OF ITEMS NOT APPEARING ON THE POSTED AGENDA:** Director Barnhart moved to consider the follow item not appearing on the posted agenda, being 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. Chair Haas seconded and the motion passed with 4 ayes, 0 nays.

**Review and Consideration to Accept New Coverage Proposal from Lincoln-Leavitt Insurance Agency for the Period of April 2022 – April 2023:** Ms. Jenson gave a brief presentation about the proposed policy options, coverage, and cost. The Board requested additional time to review the policy and decided to revisit the item at a Special Meeting to be held Tuesday, March 22, 2022 at 4:00 P.M. Tabled.

*While still considering items not appearing on the posted agenda, Chair Haas asked to skip ahead to item E, Correspondence.*

- E. CORRESPONDENCE:** A letter addressed to the Board was received that morning from Vice Chair Schleif. The letter was a statement of resignation, effective immediately. Director Barnhart moved to accept the letter of resignation from Vice Chair Schleif. Chair Haas seconded and the motion passed with 4 ayes, 0 nays.

**B. APPROVE MINUTES OF THE BOARD OF DIRECTORS REGULAR MEETING HELD FEBRUARY 17, 2022:**

On a motion from Director Barnhart, seconded by Chair Haas, the minutes were approved 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 February 2022. Director McElwain had inquired about a payment to Chermoh last month and Amy provided the invoices for review. Amy explained that she wasn't able to finish reconciling the financials with the County yet. The Board asked her to have the financial statement prepared by the Special Meeting set for March 22<sup>nd</sup>. The Board approved the check register on a motion from Director Barnhart, seconded by Chair Haas, the motion passed with 4 ayes, 0 nays.

- D. PUBLIC INPUT:** None.

**F. GENERAL MANAGER REPORT:**

- 1. Emergency Drought Funding:** Billy said he's finishing up working with Harmony from DWR on the budget and schedule for the Emergency Grant of \$500,000. Will soon be in the process of engineering.
- 2. Office Position Interviews:** Resumes were screened by office staff and BOD. Five applicants were set for interviews. An applicant was picked from the selection.

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3. **Emergency Intertie:** We have received funding approval of \$4.5 million for the Cache Creek Intertie. Awaiting next steps from engineering and DWR.

*(Director Cook left at 4:34pm)*

**G. OLD BUSINESS:**

1. **Consideration to Amend Salary Schedule to Increase Pay Scale Caps:** Several employees are currently at their pay scale caps and wanted to appeal to the Board to consider raising those caps. Mike Kallerman spoke about cost of living increases and rising fuel prices. Director Barnhart asked Amy if she could check the budget before the Board decides how much to raise the caps. On a motion by Director Barnhart, seconded by Chair Haas the Board moved to amend the salary schedule to increase pay scale caps with 3 ayes, 0 nays.

**H. NEW BUSINESS:**

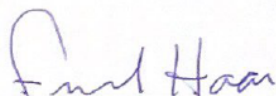
1. **Consideration to Adopt Resolution 2022-02, A Resolution Amending By-Laws to Change Day of the Month Regular Board Meetings:** Tabled.  
2. **Review Twin Creeks Mobile Home Village Consolidation Proposal:** Tabled.

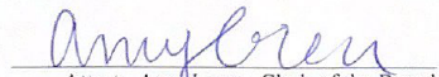
**J. ANNOUNCEMENTS**

1. **Next Regular Meeting to be held April 21<sup>st</sup>, 2022 at 4:00pm**  
2. **Statement of Economic Interests, Form 700 due April 1<sup>st</sup>, 2022**

**ADJOURNMENT AT 4:52 P.M.**

There being no further business, a motion for adjournment was made by Director Barnhart, seconded by Chair Haas, 3 ayes 0 nays

  
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Frank Haas, Chairman

  
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Attest: Amy Loren, Clerk of the Board  
Approved: April 21, 2022