

BOARD OF DIRECTORS
Lower Lake County Waterworks District No. 1
Minutes of the September 27th, 2022 Regular Meeting

A. CALL TO ORDER

In the absence of a Chair and Vice Chair, Amy Loren, Clerk of the Board called the Regular Meeting of the Board of Directors to order at 4:07 P.M. Directors Frank McElwain, Monique Fabela, and Noel Negrete were present. Also present was James Kingland, General Manager, and member of the Public, Jean Yanich. Director Wes Baker joined the meeting at 4:08 P.M.

B. NOMINATION AND ELECTION OF CHAIR & VICE CHAIR FOR REMAINDER OF 2022:

Director McElwain made a motion to nominate Noel Negrete for the position of Chair. The motion was seconded by Director Fabela and passed with 4 ayes, 0 nays. The Board decided to table the election of a Vice Chair until the next meeting.

C. APPROVE MINUTES OF THE BOARD OF DIRECTORS MEETING HELD AUGUST 23, 2022, AND THE SPECIAL MEETING HELD SEPTEMBER 20, 2022:

On a motion from Director McElwain, seconded by Director Baker, the motion passed with 4 ayes, 0 nays.

D. FINANCIAL:

1. Review and Discuss the Financial Statement: The Board was provided a check register and a Financial Statement for the month of August 2022. The Board approved the financials on a motion from Director McElwain, seconded by Chair Negrete, the motion passed with 4 ayes, 0 nays.

E. PUBLIC INPUT: Jean Yanich said that she was just trying to be an active member of the District by staying up to date on agenda items and events. She wanted to confirm that she was on the email list to receive the agenda prior to each meeting. Amy confirmed that she was.

F. CORRESPONDENCE: None.

G. GENERAL MANAGER REPORT:

1. State Inspection- State inspection will occur on the September 29th. The District is working to prepare.
2. Tank Replacement- We got the deposit off to American Tank and they are preparing to start the project.
3. Well Levels: James gave any overview of well levels. Plant A is currently offline to recharge for the winter. The General Managers Report was accepted on a motion by Chair Negrete, seconded by Director McElwain, with 4 ayes, 0 nays.

H. OLD BUSINESS: None.

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I. NEW BUSINESS

1. **Dissolve all Previous Ad Hoc Committees:** The Board decided it would be best to wait until the next meeting, after the fifth Director is appointed, to address the Ad Hoc Committees. Tabled.
2. **Appoint Ad Hoc Committees for Planning, Ordinance, Personnel, Finance, Public Information, and Rates:** Tabled.
3. **Consideration to Adopt Resolution 2022-04, Declaring Our Gillette 130KW Generator as Surplus Property and Indicating Intent and Method for Disposal of Such Property:** Tabled.
4. **Consideration to Hire a Part-Time Office Position:** James and Amy explained that it would be helpful to hire a part time / on-call office person in case coverage was needed for vacation, illness, etc. Director Baker motioned to proceed with hiring a part-time office position. The motion was seconded by Chair Negrete, and passed 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 October 25th, 2022 at 4:00pm**

ADJOURNMENT AT 4:41 P.M.

There being no further business, a motion for adjournment was made by Chair Negrete, seconded by Director Baker, 4 ayes 0 nays



Noel Negrete, Chairman



Attest: Amy Loren, Clerk of the Board
Approved: October 25, 2022