

BOARD OF DIRECTORS
Lower Lake County Waterworks District No. 1
Minutes of the November 22nd, 2022 Regular Meeting

A. CALL TO ORDER

Chair Negrete called the Regular Meeting of the Board of Directors to order at 4:02 P.M. Directors Frank McElwain, Monique Fabela, Wes Baker, Noel Negrete and Jean Yanich were present. Also present was James Kingland, General Manager, Amy Loren, Clerk of the Board, and Operators Mike Kallerman and David Bader.

B. APPROVE MINUTES OF THE BOARD OF DIRECTORS MEETING HELD OCTOBER 25, 2022:

On a motion from Vice Chair Fabela, seconded by Director Yanich, the motion passed with 5 ayes, 0 nays.

C. FINANCIAL:

1. Review and Discuss the Financial Statement: The Board was provided a check register and a Financial Statement for the month of October 2022. Director McElwain asked how much longer the District would be utilizing Todd for consulting services. James assured the Board that Todd's help continues to be incredibly valuable to him as well as the office staff. Amy agreed to request more detailed invoices from Todd outlining his help. The Board approved the financials on a motion from Chair Negrete, seconded by Director Baker, the motion passed with 5 ayes, 0 nays.

D. PUBLIC INPUT: None.

E. CORRESPONDENCE: None.

F. GENERAL MANAGER REPORT:

James gave an update of some of the recent events of the district. The grant has been submitted. There were several leaks over the weekend on Winchester Street and Quarterhorse, and the boil water notice on Marsh View was lifted. Well 10 ground-out and needs a new motor, piping, wire and is being handled by CalTech. American Tank is coming in February to start on Plant B. We are currently working with Aqua Sierra to fix SCADA issues. The General Managers Report was accepted on a motion by Director Baker, seconded by Chair Negrete, with 5 ayes, 0 nays.

G. OLD BUSINESS: None.

H. NEW BUSINESS:

1. Consideration to Accept Estimate #1592 From Beyond Computer, LLC for New Server: The Board requested three estimates before committing to a decision. Tabled.

2. Consideration to Accept Estimates #1671 and #1678 From Cal-Tech Pump: James and Mike explained the necessity of redundancy and the potential consequences of having equipment failure and no backup equipment. The estimates were accepted on a motion from Director McElwain, seconded by Chair Negrete, with 5 ayes, 0 nays.

3. Consideration to Pursue Solar Options for District: Jean spoke about a company called Green Day Solar that she has done business with in the past. She suggested the district look into getting a quote to see if solar could be a good money saving option for our power needs. James suggested we inquire with the local school and also Special Districts to see what solar providers they use. Chair Negrete

BOARD OF DIRECTORS
Lower Lake County Waterworks District No. 1
Minutes of the November 22nd, 2022 Regular Meeting

motioned to pursue researching solar options for the district. The motioned was seconded by Director Yanich and passed with 5 ayes, 0 nays.

4. **Discuss Grant Options and Consideration to Hire a Grant Writer:** Tabled.
5. **Review and Consideration of Audit Findings Regarding Mischarged Customer Accounts:** Amy explained that during the recent audit two different accounts were found to have been billed incorrectly for their fire protection facilities. Account number 01237 was overcharged in the amount of \$2,209.99 and account number 32500 was undercharged in the amount of \$550.56. After some discussion Director Baker motioned to forgive the undercharged amount on account 32500, to offer credit on account 01237, and proceed with billing correct charges going forth. The motion was seconded by Director Yanich and passed with 5 ayes, 0 nays.

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

J. **ANNOUNCEMENTS**

1. **Next Regular Meeting to be held December 27th, 2022 at 4:00pm**

ADJOURNMENT AT 5:25 P.M.

There being no further business, a motion for adjournment was made by Chair Negrete, seconded by Director Yanich, 5 ayes 0 nays



Noel Negrete, Chairman



Attest: Amy Loren, Clerk of the Board
Approved: December 27, 2022