

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

A. CALL TO ORDER

In the absence of Chair Negrete, Vice Chair Fabela called the Regular Meeting of the Board of Directors to order at 4:04 P.M. Directors Monique Fabela, Wes Baker, and Jean Yanich were present. Also present was James Kingland, General Manager, Amy Loren, Clerk of the Board, and Operators Mike Kallerman, Duane Nowinsky, Wayne Rivera, and David Bader.

B. APPROVE MINUTES OF THE BOARD OF DIRECTORS MEETING HELD NOVEMBER 22, 2022: On a motion from Director Baker, seconded by Director Yanich, the motion passed with 3 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 November 2022, and approved the financials on a motion from Director Baker, seconded by Director Yanich and passed with 3 ayes, 0 nays.

D. PUBLIC INPUT: Duane Nowinsky said he would like to address the issue of excessive water usage by customers with empty lots. He asked if we might be able to amend the district's bi-laws to limit water usage for parcels that do not have a residence and are using water for marijuana grows / agricultural purposes only. Director Yanich said that she has concerns about this issue as well, but has found that speaking with code enforcement is the best way to address concerns with marijuana grows.

E. CORRESPONDENCE: None.

F. GENERAL MANAGER REPORT / OFFICE REPORT:

In his Manager Report James spoke about how the freezing temperatures have caused some issues and leaks. He said Well 10 is almost back online. The gravel ring was recently delivered from American Tanks for Plant B. He said we are still dealing with troubles with SCADA. He said the solar tour went well. Amy presented the Office Report. She addressed some of the questions and requests of the Board from November's meeting. She provided a detailed invoice from Todd for his consulting services for November and an update regarding the mischarged customer accounts discovered during the audit. The General Managers Report and Office Report was accepted on a motion by Director Baker, seconded by Director Yanich, with 3 ayes, 0 nays.

G. OLD BUSINESS:

1. Consideration to Change Date / Time of Regular Meetings: The Board discussed time options that would accommodate everyone's schedule. Amy said that a Resolution would have to be adopted to officially change the time of meetings. Director Baker motioned to have a Resolution drafted for the next meeting. The motion was seconded by Vice Chair Fabela and passed with 3 ayes, 0 nays.

2. Consideration to Accept Estimate #1592 From Beyond Computer, LLC for New Server: Tabled.

3. Discuss Solar Option for District: Jean and Wes discussed the meeting they had with Sun First Solar. They are still awaiting a proposal. Discussion Only. Tabled.

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H. NEW BUSINESS:

1. **Consideration to Approve the 2021/2022 Audit Draft:** The Board reviewed and discussed the Audit Findings. The Audit draft was approved on a motion by Vice Chair Fabela, seconded by Director Yanich and passed with 3 ayes, 0 nays.
2. **Consideration of Financial Commitment to Lake County Community Risk Reduction Authority:** Discussion Only. No action taken.
3. **Ethics Training for Board Members:** Amy explained to the Board that all Directors are required to complete an ethics training class online. She said will enroll everyone for the class in January. No action taken.
4. **Consideration to Approve General Manager Vacation Request:** On a motion from Director Baker, seconded by Director Yanich, the General Manager vacation request was approved with 3 ayes, 0 nays.
5. **Presentation of Goal Setting Methods and Tracking by Wes Baker:** Wes spoke about ways to plan, set goals, and track the progress of important tasks and projects. He provided a list of some of the pending projects that had yet to be completed or the status of which had not yet been reported to the board. Discussion only. No action taken.

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

J. ANNOUNCEMENTS

1. **Next Regular Meeting to be held January 24th, 2022 at 4:00pm**

ADJOURNMENT AT 5:42 P.M.

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



Noel Negrete, Chairman



Attest: Amy Loren, Clerk of the Board
Approved: January 24, 2022