

BOARD OF DIRECTORS
Lower Lake County Waterworks District No. 1
Minutes of the May 23rd, 2023 Regular Meeting

A. CALL TO ORDER

Chair Fabela called the Regular Meeting of the Board of Directors to order at 3:40 P.M. Directors Monique Fabela, Frank McElwain and Jean Yanich were present, as well as James Kingland, General Manager, and Amy Loren, Clerk of the Board. Director Wes Baker attended by phone. No public was present.

- B. CONSIDERATION TO ADOPT RECOMMENDED BUDGET:** The Board reviewed and discussed the budget allocations and planned projects. Director Yanich requested that staff research other property/liability insurance options for the district. On a motion by Director McElwain, seconded by Director Yanich the Recommended Budget was approved with 4 ayes, 0 nays.

- C. APPROVE MINUTES OF THE BOARD OF DIRECTORS REGULAR MEETING HELD APRIL 25, 2023:** On a motion from Director Yanich, seconded by Chair Fabela, the minutes were approved 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 April 2023. After review, a motion was made by Chair Fabela to approve the financials, seconded by Director McElwain, and passed with 4 ayes, 0 nays.

- E. PUBLIC INPUT:** None.

(Summer Dahlquist joined the meeting at 4:00 pm and Lilly Fiora joined at 4:15 pm.)

- F. CORRESPONDENCE:** None.

G. GENERAL MANAGER REPORT / OFFICE REPORT:

In his Manager Report James gave an update that eAR report has been filed. It's been a busy week with multiple leaks, but everything is under control. Summer updated that the grant application process is still on track, and we are working through the steps and paperwork required. In the Office Report Amy stated that the district has directly received several board member applications and our upcoming vacancy should be filled by the June meeting. The General Managers Report and Office Report were accepted on a motion by Chair Fabela, seconded by Director Yanich, with 4 ayes, 0 nays.

H. OLD BUSINESS:

- 1. Consideration to Revise Policy 2110, Health and Welfare Benefits:** The Board was presented with a new revision of the policy based on board member feedback from last month's meeting, which would raise the district contribution to \$1500 per full time employee and allocate \$750 per part time employee. Director Yanich commented that she would prefer to abstain from voting on this item. On a motion by Vice Chair Baker, seconded by Chair Fabela, the motion passed with 3 ayes, 0 nays, 1 abstain.

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I. **NEW BUSINESS:** None.

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

K. **ANNOUNCEMENTS**

I. Next Regular Meeting to be held June 27th, 2023 at 3:30pm

ADJOURNMENT AT 4:20 P.M.

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



Monique Fabela, Board Chair



Attest: Amy Loren, Clerk of the Board
Approved: June 27, 2023