

BOARD OF DIRECTORS
Lower Lake County Waterworks District No. 1
Minutes of the February 19th, 2025 Regular Meeting

A. CALL TO ORDER

Chair Fabela called the Regular Meeting of the Board of Directors to order at 3:33 P.M.

B. ROLL CALL: Directors Monique Fabela, Jean Yanich, and Charles Farrell were present. Amy Loren, Clerk of the Board was also in attendance, as well as Manager James Kingland, Lead Operator Mike Kallerman, and Executive Assistant Summer Fiora. No public was present.

C. NOMINATION AND ELECTION OF CHAIR & VICE CHAIR FOR 2025: Chair Fabela motioned to continue this year with the current chair and vice chair. Director Farrell seconded, and the motion passed with 3 ayes, 0 nays.

D. APPROVE MINUTES OF THE BOARD OF DIRECTORS REGULAR MEETING HELD JANUARY 15, 2024: Chair Fabela pointed out a typo she found on page one of the minutes. Amy said she would correct the typo noted. On a motion from Director Yanich, seconded by Chair Fabela, the minutes were approved with consideration to fix the typo, with 3 ayes, 0 nays.

E. FINANCIALS:

I. Review and Discuss the Financial Statement: The Board was provided a check register and a Financial Statement for the month of January 2025. After review, a motion was made by Director Yanich to approve the financials, seconded by Director Farrell, and passed with 3 ayes, 0 nays.

F. PUBLIC INPUT: None.

G. CORRESPONDENCE: None.

~Vice Chair Wes Baker joined the meeting at 3:54 P.M.~

H. GENERAL MANAGER REPORT / OFFICE REPORT:

Office Report:

Customer Appeal, Account #64700: Vice Chair Baker requested that staff confirm the property ownership/address for Carol Fris, who made a customer appeal in November. We have a payment arrangement contract prepared for her, but she has not reached out to the district since her appeal. From what staff could deduce, the property appears to have been repossessed by the bank. A lien has been filed by the district against the property.

Property Tax Revenue: The board asked how property tax income was determined for our district and if increases were possible. Amy provided a written overview explaining property tax revenue for special districts.

Progressive Insurance Claim: Payment for the claim was received for the damaged hydrant on Hwy 29.

Claim Against the District: Amy advised the board that a Judicial Summons was received indicating the district is being sued. She provided copies for review. Insurance has been notified.

GM Report:

James updated the board that the tanks are covered at Plant B and we are now in compliance with the State for our temporary fix. We experienced a couple of main breaks on Quarterhorse and put in a warhead at the end of the street. Leak detection with GHD will start next week in Twin Lakes. We are now focusing on the poly tank installation at Plant B. We need to reconfigure some of the parts.

Wes commented that he would like staff to put together a list of the deficiencies from the State and the last audit to keep the board informed of staff's progress and solutions.

The Office Report and General Manager's Report were approved on a motion from Director Yanich, seconded by Vice Chair Baker, and passed with 4 ayes, 0 nays.

BOARD OF DIRECTORS
Lower Lake County Waterworks District No. 1
Minutes of the February 19th, 2025 Regular Meeting

I. OLD BUSINESS:

I. Update Regarding Damaged Hydrant Insurance Claim#HMAP000692: Amy updated the board about the hydrant claim. She advised that after speaking again with our insurance adjuster, we were able to receive a partial reimbursement in the amount of \$6,275 from Lincoln-Leavitt. She had also sent a letter to the claimant, explaining the situation and denial of the claim by the party's insurance. The claimant reached out and was very understanding and cooperative. She expressed her willingness to make payments to repay the damages to district property. The board asked if a payment arrangement could be created for the claimant in the amount of the difference of the total damages to the hydrant (\$9,040), minus the amount we were reimbursed from insurance. Chair Fabela motioned to authorize a payment plan for the difference of \$2,765.00, seconded by Director Yanich, with 4 ayes, 0 nays.

J. NEW BUSINESS:

1. **Consideration to Approve GM Vacation Request:** A motion was made by Vice Chair Baker to approve James's vacation request. The motion was seconded by Director Fabela, and passed with 4 ayes, 0 nays.
2. **Consideration to Adopt Resolution No. 2025-01, Finding that the Replacement of the Contact Tank at Treatment Plant B and the Replacement of the Clearwell at Treatment Plant A Included in the Urgent Drinking Water Needs Grant Application are Categorically Exempt:** Chair Fabela made a motion to adopt the resolution, seconded by Director Yanich, and passed with 4 ayes, 0 nays.
3. **Consideration to Adopt Resolution No. 2025-02, Finding that the Rehabilitation of Existing Public Owned Utilities (Wells) are Categorically Exempt From CEQA:** Director Yanich motioned to adopt the resolution, and Chair Fabela seconded with 4 ayes, 0 nays.

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

L. ANNOUNCEMENTS

1. **Next Regular Meeting to be held March 19, 2025, at 3:30 pm**

ADJOURNMENT AT 4:28 P.M.

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



Monique Fabela, Board Chair



Attest: Amy Loren, Clerk of the Board
Approved: March 19, 2025