

BOARD OF DIRECTORS
LOWER LAKE COUNTY WATERWORKS DISTRICT NO. 1
P.O. BOX 263, LOWER LAKE, CA 95457-0263
Phone: 707-994-6009 Fax: 707-994-7415
Email: lowerlakewater@mchsi.com

DIRECTORS:

AGENDA

REGULAR MEETING: December 10, 2019, 1:00 PM
DISTRICT OFFICE – 9800 Hwy 53 Unit C, Lower Lake,
California

Frank Haas, Chair
Cynthia J. LeBrun, Vice Chair
Frank McElwain
Katy Evans
Stacey Armstrong

Any person may speak for five (5) minutes on any agenda item; however, total public input per item is not to exceed 20 minutes, unless extended at the discretion of the Board. This rule does not apply to public hearings. Non-timed items may be taken up at any unspecified time.

Agenda of public meetings and supporting documents are available for public inspection in the Lower Lake County Waterworks District Office, 9800 Highway 53, Suite B & C, Lower Lake, CA 95457

REQUEST FOR DISABILITY-RELATED MODIFICATION OR ACCOMMODATION:

A request for a disability-related modification or accommodation necessary to participate in the Board of Directors meeting should be made in writing to the Secretary of the Board at least 48 hours prior to the meeting.

A. CALL TO ORDER at _____ p.m.

**B. APPROVE MINUTES OF THE BOARD OF DIRECTORS REGULAR MEETING HELD
November 12th 2019: Discussion and/or Possible Action**

Moved _____ 2nd _____ yes _____ no _____ abstain _____

**C. APPROVE MINUTES OF THE BOARD OF DIRECTORS SPECIAL MEETING HELD
November 20th 2019: Discussion and/or Possible Action**

Moved _____ 2nd _____ yes _____ no _____ abstain _____

D. FINANCIAL

1. Review and Discuss the Financial Statement: Discussion and/or Possible Action

Moved _____ 2nd _____ yes _____ no _____ abstain _____

E. PUBLIC INPUT: *Any person may speak about any subject of concern provided it is within the jurisdiction of the Board of Directors and is not already on today's agenda.*

F. CORRESPONDENCE:

- 1. State Water Resources Control Board Bi-Annual Inspection for System ID 1710010:**
Discussion and/or Possible Action

Moved _____ 2nd _____ yes _____ no _____ abstain _____

G. OLD BUSINESS:

- 1. Emergency Intertie Project: Between the State – Regulated Water Systems, Lower Lake County Waterworks District No. 1, Highlands Mutual Water Company, and Konocti County Water District:** *Discussion and/or Possible Action*

Moved _____ 2nd _____ yes _____ no _____ abstain _____

- 2. Main Street Office: The Remodel of 16254 Main Street, Lower Lake, CA:** *Discussion and/or Possible Action*

Moved _____ 2nd _____ yes _____ no _____ abstain _____

- 3. Bulk Water Rates; Committee Update:** *Discussion/Possible Action*

Moved _____ 2nd _____ yes _____ no _____ abstain _____

- 4. Pressure Reducing Valve Station for Rancho Sendero:** *Discussion and/or Possible Action*

Moved _____ 2nd _____ yes _____ no _____ abstain _____

H. NEW BUSINESS:

- 1. Adoption of Updated Rules & Regulations in Order to Post in Record Bee:** *Discussion and/or Possible Action*

Moved _____ 2nd _____ yes _____ no _____ abstain _____

- 2. Starnik Billing and Quickbooks Accounting Software Quotes:** *Discussion and/or Possible Action*

Moved _____ 2nd _____ yes _____ no _____ abstain _____

3. Change of Members of the Policy & Procedures Committee: Discussion and/or Possible Action

Moved _____ 2nd _____ yes _____ no _____ abstain _____

4. Possibly Acquiring of Larger Facility Located on Main Street, Lower Lake: Discussion and/or Possible Action

Moved _____ 2nd _____ yes _____ no _____ abstain _____

5. Action Sanitary Bulk Water Load Tickets: Discussion and/or Possible Action

Moved _____ 2nd _____ yes _____ no _____ abstain _____

6. Sick Time Policy: Discussion

7. Hours of Work and Overtime Policy: Discussion

8. Destruction of Records: Discussion and/or Possible Action

Moved _____ 2nd _____ yes _____ no _____ abstain _____

9. Records Retention Schedule: Discussion and/or Possible Action

Moved _____ 2nd _____ yes _____ no _____ abstain _____

9. Labor Code 221 and 225: Discussion and/or Possible Action

Moved _____ 2nd _____ yes _____ no _____ abstain _____

I. CONSIDERATION OF ITEMS NOT APPEARING ON THE POSTED AGENDA:

Consideration of items not appearing on the posted agenda, if necessary, requires the following Board action prior to consideration: [1] a determination by a majority vote of the Board that an emergency situation exists (as defined in Section 54956.9 of the Brown Act); or [2] a determination by a four-fifths vote of the Board or, if less than four-fifths of the members are present, a unanimous vote of those members present, that there is a need to take immediate action and that the need for action came to the attention of the District subsequent to the agenda being posted.

J. Closed Session *Pursuant to California Government Code Section 54957:*

1. Public Employee Performance Evaluation: Title – Operator 3:

Moved _____ 2nd _____ yes _____ no _____ abstain _____

K. ANNOUNCEMENTS

1. Next Regular Meeting to be held January 14th, 2019 at 1:00pm

ADJOURNMENT at _____ p.m.

Moved _____ 2nd _____ yes _____ no _____ abstain _____

Posted December 6th, 2019: by Lori Gonzalez, Board Secretary