

**Linden County Water District
Regular Board of Trustee Meeting Minutes
September 20, 2018**

Directors Present: President Paul Brennan, Director Cliff Powell, Director Myron Blanton and Director Elaine Reed

Board Secretary Barbara Kascht and General Manager Tom McCoy were also in attendance

Directors Absent: Vice President David Fletcher

Public Comment: None

Agenda Items:

1. OLD BUSINESS

- a. Capital Replacement Projects.** District Engineer, Matt Ospital, reviewed with the Board a timeline of work from January 2018 to present. PG&E not cooperative in marking USA's. USA marking completed February 28. Surveyors began field topography on March 7. Design work began April 2, with plans completed May 24. Separation request submitted to SWRCB on May 29 and, after several required revisions, approval received on July 24. Applications to San Joaquin County and Caltrans submitted July 3. On July 23, received notice of \$23,766 in San Joaquin County fees. Final encroachment permit from Caltrans not received until August 4. Matt Ospital also provided preliminary plans and engineer's estimate regarding each of the four sewer and two water projects. Old clay sewer pipes should be replaced manhole to manhole. Need to relocate the water main into the street on Knox and Daniel. Due to increased cost, this project will be an additive alternate to the bid. Total construction costs for the five projects estimated at \$418,731.50. The Knox and Daniel project is an additional \$205,150. Cost increases and District revenues were considered. Project timeline: put out to bid January 2019, award in March, and start April or May (depending on weather). Projected completion of all projects November 2019. District engineer will provide plan specs. Water storage tank project is pending funding. Matt Ospital briefly explained the USDA Rural Development RD Apply loan application process.
- b. Solar Project.** General Manager Tom McCoy advised that the wastewater plant is in Flood Zone A, however no elevation is available for the property. District staff leveled the mounds of dirt at the WWTP. The bid due date was pushed back a week to September 26, 2018.
- c. Evaluations - Forms.** The Board reviewed the revised employee self-evaluation. Vice President David Fletcher and Director Myron Blanton collaborated to improve the form in order to extend the opportunity for the employees to expand on their job, their need for curriculum, and goals and directions. No changes in timeframe were made. Myron Blanton moved to approve the revised employee self-evaluation, seconded by Cliff Powell. **AYES:** 4 **NOES:** 0 **ABSTAIN:** 0 **ABSENT:** 1 Motion carried.

- d. **Sustainable Groundwater Management.** Vice President David Fletcher provided a written report of the last meeting. The Board decided to hold the next public meeting at the District office on Thursday, October 25, 2018 at 7:00 p.m. A notice will go out in the October 10th billing.
- e. **Water Usage.** August water usage figures were reviewed. It was noted that many of the same addresses repeatedly appear on the high user list.

2. NEW BUSINESS

- a. **Resolution 18-03 Designating Authorized Agent to Sign and Act on Behalf of the District to Apply for a Loan Through the USDA.** This resolution designates President Paul Brennan as the authorized signor and appoints Paul Brennan or Barbara Kascht to act on behalf of the District with regard to matters related to the loan application process. Myron Blanton moved to approve the Resolution for signing authority, seconded by Elaine Reed. **AYES: 4** **NOES: 0** **ABSTAIN: 0** **ABSENT: 1** Motion carried.

3. CONSENT CALENDAR

SDRMA awarded the District their President's Special Acknowledgement Award for no paid Worker's Compensation claims during the last five years. They also recognized the District for no paid property/liability insurance claims in 2017-18. Myron Blanton moved approve the consent calendar as follows:

- a. August 16, 2018 Regular Meeting Minutes
- b. Warrant Listing
- c. Financial Reports
- d. Operations Report
- e. Correspondence - SDRMA

seconded by Cliff Powell. **AYES: 4** **NOES: 0** **ABSTAIN: 0** **ABSENT: 1** Motion carried.

President Paul Brennan advised that grant writer Karen Servas will be attending the October meeting.

4. ADJOURNMENT

There being no further business Myron Blanton moved to adjourn the meeting, seconded by Cliff Powell. **AYES: 4** **NOES: 0** **ABSTAIN: 0** **ABSENT: 1** Motion carried.

