

**Linden County Water District
Regular Board of Trustee Meeting Minutes
February 21, 2019**

Directors Present: President Paul Brennan, Vice President David Fletcher, Director Myron Blanton, Director Elaine Reed and Director Lawrence Knapp

Board Secretary Barbara Kascht and General Manager Tom McCoy were also in attendance. District Legal Counsel Dean Ruiz attended the Closed Session only.

Directors Absent: None

Public Comment: None

Agenda Items:

President Paul Brennan publically announced the addition of a late agenda item; Closed Session Item: Conference with legal counsel regarding evaluation of employee performance issues pursuant to Government Code section 59457.

Prior to Director Lawrence Knapp's arrival, the agenda was taken out of order to address the Consent Calendar. Vice President David Fletcher asked to talk about correspondence received from Weber, Ghio & Associates advising of a rate increase effective March 1, 2019, which raises engineering costs about 5%. President Paul Brennan suggested asking if their new rates could take effect at the beginning of the District's fiscal year. General Manager Tom McCoy will follow up with District Engineer Matt Ospital.

1. CONSENT CALENDAR

Myron Blanton moved to approve the consent calendar as follows:

- a. January 17, 2019 Regular Meeting Minutes
- b. Warrant Listing
- c. Financial Reports
- d. Operations Report
- e. Correspondence

seconded by David Fletcher. **AYES:** 4 **NOES:** 0 **ABSTAIN:** 0 **ABSENT:** 1 Motion carried.

District Legal Counsel Dean Ruiz arrived and the Board went into the Closed Session as stated above. Director Lawrence Knapp entered the Closed Session upon his arrival.

President Paul Brennan reported following two items upon coming out of Closed Session:

- The Board decided to have Dean Ruiz develop a policy for processing time cards for District staff and, subsequent to that, staff are to submit timecards in a timely and accurate manner.
- Barbara Kascht was directed to work on the development of a spreadsheet to track District staff and Board member training to be included in the Board packet as part of the Consent Calendar and reviewed at each meeting.

2. OLD BUSINESS

- a. **Capital Replacement Projects.** Water – Sewer Replacement Project pre-bid conference was held on February 5, 2019, with 12 companies in attendance. One addendum related to spoils was issued; contractor to take away spoils. March 1, 2019 is the last day for the contractors to submit questions. Bids are due by March 12, 2019.

President Paul Brennan spoke about information provided by grant writer Karen Servas. General Manager Tom McCoy recapped the need for a water storage tank, which may qualify for grant funding. However, it does not appear at this time that there are any pertinent grants the District would qualify for. In light of this, it was discussed whether grant writing services were still needed. There are viable loan options through USDA and CSDA. President Paul Brennan will contact Karen Servas to clarify if she has identified any grants. Her contract is a 12-month agreement that expires June 30, 2019. There is also a 15-day written notice of termination clause.

- b. **Solar Project.** Tom McCoy advised that Bob Parkins had put into the contract that the contractor had to have a workmanship bond and warranty for 10 years. NC Solar, who was awarded the project, could not get a 10-year bond. Weber Ghio has changed the contract to the one-year standard. A notice to proceed will be issued once the bond issue is resolved. The following estimates have been received for fencing, security lighting and electrical panel updating that was not included in the scope for the solar system:

Fencing:

- NC Solar - subcontractor - \$20,500
- All Steel Fencing using 9-gauge wire - \$12,014, 11-gauge wire - \$11,321, and add \$1,259 to each for barbed wire
- Stockton Fence and Material - \$14,718 no barbed wire and \$15,986 with barbed wire

Security lighting:

- NC Solar - \$11,300
- Angler Electric - \$25,981

Electrical panel updates:

- Giannini Electrical - \$65,000
- Angler Electric - \$16,000

Additional lighting and electrical panel quotes are still to be obtained.

- c. **Sustainable Groundwater Management.** Vice President David Fletcher reported on the February 13, 2019 meeting. Lathrop and Woodbridge Irrigation District have withdrawn from the JPA. Attorneys have suggested there be an administrative review of the GSP before it is released to the public for review. Vice President Fletcher will be attending a five-hour financing workshop on February 28, 2019. Cost-sharing allocations are a concern. The Board agreed with Fletcher's opinion that the District should pay their share of the administrative and reporting costs. The District will not accrue any benefit from sharing the cost of the projects. It was noted that the LCWD – SEWD presentation at the Linden-Peters Chamber of Commerce meeting on February 18, 2019 was a success. Stockton East General Manager Scott Moody gave an informative presentation.
- d. **Water Usage.** Usage was down slightly from last year at this time. Although no notices were posted, some customers did turn off their sprinklers.

3. **NEW BUSINESS**

- a. **Form 700 Statement of Economic Interests.** Board members were advised that Form 700 is due by April 1, 2019.

4. **ADJOURNMENT**

There being no further business, David Fletcher moved to adjourn the meeting, seconded by Myron Blanton. **AYES:** 5 **NOES:** 0 **ABSTAIN:** 0 **ABSENT:** 0 Motion carried.