

BOARD OF DIRECTOR'S MEETING
ESPARTO COMMUNITY SERVICES DISTRICT
ESPARTO, CA

REGULAR MEETING
NOVEMBER 8, 2006

MINUTES

1. CALL TO ORDER: The meeting was called to order at 7:08 P.M. by Chairman Laurel Kieny.

2. ROLL CALL

MEMBERS PRESENT Mike Goodin, Laurel Kieny, Joseph Moreland, Bill Setnik, and George Daniel

OTHERS PRESENT Ron Loudon, and Anna McNamara

3. APPROVAL OF AGENDA

Director Mike Goodin made a motion to approve the agenda as written and was seconded by Director George Daniel.

No discussion.

Ayes: 5 Noes: 0 Absent: 0

4. PUBLIC COMMENT

No public comment.

5. APPROVAL OF MINUTES

Director Mike Goodin made a motion to approve the minutes as written of October 10, 2006, noted and was seconded by Director Bill Setnik.

No discussion.

Ayes: 5 Noes: 0 Absent: 0

6. APPROVAL OF CLAIMS

Director Mike Goodin questioned the Dauwalder Engineering invoice.

Director Laurel Kieny made a motion to approve the claims, fund 466-0 in the amount of \$61,013.27 and was seconded by Joseph Moreland.

No discussion.

Ayes: 5 Noes: 0 Absent: 0

7. SIGNING OF THE CLAIM SHEETS FOR THE AUDITORS OFFICE ON A WEEKLY BASIS FOR THE DAY TO DAY BUSINESS FOR ANY INVOICE OF \$4,999.00 OR LESS TO SAVE THE DISTRICT FROM RECEIVING LATE CHARGES.

The Board and the Staff discussed the proper way to give authorization.

It was the consensus of the Board to bring back a Resolution of the Board of Directors of the Esparto Community Services District to amend the policy for Payment of Claims.

8. BOARD REVIEWED THE DRAFT AMENDING THE POLICY 3037-CUSTOMER PAYMENT ARRANGEMENTS WITH POLICY 3037.2 AND 3037.21.

The Board and the General Manager discussed the need for an amendment to the multiple-use on one service portion of the policy.

The Board directed Staff to take all concerns into consideration and bring back to the board for approval.

9. DISCUSSION AND CLARIFICATION OF CLOSED SESSION AND ATTENDANCE BY THE GENERAL MANAGER AND CLERK TO THE BOARD

The General Manager gave clarification of attendance by the General Manager and Clerk to the Board in the closed sessions, referring to the 'Open and Public' publication.

The Board conceded they have been following the correct procedures.

Note: The Chairman of the Board called a 10 minute recess at 8:00 p.m.

CLOSED SESSION;

10. PURSUANT TO SECTION §54957.6 GENERAL MANAGER/SUPERINTENDENT

The Board reconvened into open session at 8:50 p.m. Report of closed session:

The Chairman of the Board stated there was no action taken.

11. RESOLUTION TO DECLARE WELL #5 AND THE RELATED TANK AND BOOSTER PUMP AN EMERGENCY SITUATION

No action was taken.

12. MANAGER'S REPORT

The Manager reported on;

- 1) The Well #5 project is proceeding fine, they are installing the new pump and bowls as well as raising the pump pedestal 18 inches starting Nov. 7, 2006 and should only take a couple of days. On the 13th the contractor in starting the control/office building and the well and controls should be complete about the middle of December with the completion of the building about 30 days past that date.
- 2) On the 26th of October we had our annual DOHS inspection. It went well and there where only minor items found which Mike and Jason are working to correct now and should be completed shortly. The Representative of DOHS also asked for items requested back in 2005 which they have not yet received. I filled out all the requested reports and got them off the DOHS last week.
- 3) Completed more inspections of water meter boxes, etc. at Lopez subdivision.
- 4) Talked with Dave Cooper and Doug Goldsmith on the fence at the new ponds #10 and #11, also met with the fence people and Doug as to the starting date etc.
- 5) Followed up on comment by Roger Bennett about General Manager and Board Clerk being included in closed session.
- 6) I have started the process of filing for purchasing at the California Department of General Services, Property Reutilization Department (Surplus Property)
- 7) Notification to a commercial business owner, who has had his account taken over by the landlord, of which had a past due balance, was informed that because he has a residential account will have his past due money transferred to his residential account.

STAFF REPORT (Mike and Jason):

- 1) They have been performing the weekly and monthly monitoring of the water system and sewer system.
- 2) They have been working with Valley Pump to complete necessary items before the building at well #5 is constructed. Valley pump will be doing the well pump replacement Nov. 7, 2006.
- 3) Completed the waterline loop and install a fire hydrant at Well #5.

STAFF REPORT (Anna):

- 1) Anna's progress on the accounts grossly in arrears is all either paid up or on payments to get them there by September of 2007. The arrears balance for October was \$2,140.66, a far cry from \$43,000.00 where she started three months ago. An atta-girl goes to Anna she did this one on her own all I had to do was enforce the districts existing Policies. Has taken on the bad delinquent accounts and is doing great on that

project as well as keeping up with everything else the district and I have going on.

13. DISTRICT INFORMATION AND CORRESPONDENCE
Legers only.

FUTURE AGENDA ITEMS:

- 1) Comprehensive MOU.
- 2) District Standards.
- 3) Seminar in February.

14. ADJOURNMENT

Director Bill Setnik made a motion to adjourn the meeting at 9:20 p.m. and was seconded by Director George Daniel.

No discussion.

Ayes: 5 Noes: 0 Absent: 0

Laurel Kieny-Chairman of the Board

Anna McNamara-Clerk to the Board
