

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

REGULAR MEETING
DECEMBER 13, 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 Laurel Kieny, Mike Goodin, Joseph Moreland, Bill Setnik, and George Daniel

OTHERS PRESENT Ron Loudon, Ken Miller, and Anna McNamara

3. APPROVAL OF AGENDA

Chairman Laurel Kieny made a motion to approve the agenda as written to include the addendum and was seconded by Director George Daniel.

No further discussion.

Ayes: 5 Noes: 0 Absent: 0

4. PUBLIC COMMENT

No public comment.

5. APPROVAL OF MINUTES

Director George Daniel made a motion to approve the minutes as written of November 8, 2006, and was seconded by Director Bill Setnik.

No discussion.

Ayes: 4 Noes: 0 Absent: 0

6. APPROVAL OF CLAIMS

Chairman Laurel Kieny made a motion to approve the claims, fund 466-0 in the amount of \$27,131.17 and fund 469-0 in the amount of \$28,713.59 and was seconded by Director Mike Goodin.

No discussion.

Ayes: 5 Noes: 0 Absent: 0

Note: It was the consensus of the Board to move item #8 prior to item #7.

- 8. KEN MILLERS REQUEST FOR CONSIDERATION ON HIS ACCOUNT
The Board, the staff and Mr. Miller discussed

Director Mike Goodin made a motion to postpone the situation with Mr. Miller and review what the Board will do with everyone’s account, if the Board does anything at all, and to have a special meeting on Thursday December 21st, 2006. Also the Hardware Store and the personnel account will be frozen until the Board reconvenes at the Special Meeting, and was seconded by Chairman Laurel Kieny.

The Board requested the district’s attorney to be present at the Special Meeting.

No further discussion.

Ayes: 5 Noes: 0 Absent: 0

Director Bill Setnik made a motion to request the District’s Legal Counsel be present at the Special Meeting and was seconded by Director George Daniel.

Director Mike Goodin questioned the need for the Legal Counsels’ presence.

No further discussion.

Ayes: 5 Noes: 0 Absent: 0

Note: Chairman Laurel Kieny made a motion to recess for 10 minutes at 8:08 p.m.

CLOSED SESSION:

- 7. PURSUANT TO §54957 OF CALIFORNIA CODE OF REGULATIONS
Evaluation & Appointment of Utility Systems Operator I to Utility Systems Operator II

Note: Open Session reconvened at 8:40 p.m.

Report of Closed Session:

The Chairman of the Board reported in open session that Jason Findley be appointed from Utility Systems Operator I to Utility Systems Operator II.

- 9. AMENDMENT OF CLAIMS POLICY
Director George Daniel made a motion to

- 10. APPROVAL OF ATTENDANCE FOR THE BOARD AND THE ADMINISTRATIVE STAFF TO ATTEND THE SPECIAL DISTRICT

INSTITUTE GOVERNANCE SEMINAR IN SAN FRANCISCO IN
FEBRUARY 2007

Director Bill Setnik made a motion to approve the Board and the Administrative Staff to attend the Special District Institute Governance Seminar in San Francisco on February 14th – 17th, with all expenses paid and was seconded by Director George Daniel.

No discussion.

Ayes: 5 Noes: 0 Absent: 0

11. ADOPTION OF RESOLUTION NO. 06-07 - A RESOLUTION OF THE ESPARTO COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS APPROVING A MEMORANDUM OF UNDERSTANDING WITH THE ESPARTO COMMUNITY SERVICES DISTRICT EMPLOYEES

Director Mike Goodin made a motion to adopt the Resolution No. 06-07, A Resolution of the Esparto Community Services District Board of Directors approving a Memorandum of Understanding with the Esparto Community Services District Employees.

12. ADOPTION OF RESOLUTION NO. 06-05 - A RESOLUTION OF THE ESPARTO COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS APPROVING DISTRICT IMPROVEMENT STANDARDS

Director Bill Setnik made a motion to approve Resolution No. 06-05, A Resolution of the Esparto Community Services District Board of Directors Approving District Improvement Standards and was seconded by Director Mike Goodin.

No discussion.

Ayes: 5 Noes: 0 Absent: 0

13. AUTHORIZATION OF SIGNING OF THE SURPLUS PROPERTY REUTILIZATION APPLICATION

Director Mike Goodin made a motion to authorize the Chairman to sign the Surplus Property Reutilization application and was seconded by Director Joseph Moreland.

No discussion.

Ayes: 5 Noes: 0 Absent: 0

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

No action was taken.

- 14A. CONFIRMATION OF ADVERTISING OF POSITION FISCAL SERVICES ASSISTANT

Director Bill Setnik made a motion to authorize the General Manager and Staff to advertise the position of Fiscal Services Assistant and was seconded by Director Joseph Moreland.

No discussion.

Ayes: 5 Noes: 0 Absent: 0

15. MANAGER'S REPORT

The Manager reported on:

- 1) The Well #5 project is proceeding well. The new pump has been installed and staff has got it ready and put it back on line.
- 2) The control building is moving along. The sewer, fire line stub and electrical conduits have been installed and the foundation has been poured, they are going to pour the floor on Thursday.
- 3) Lopez subdivision only has three homes of the homes under construction left to sell so they will be moving forward with more homes.
- 4) Dave Cooper has the fence at the new ponds #9 and #10 almost complete, the only item left is the replacement of the missing chain link fencing and the 20 poles.
- 5) Completed the draft Memorandum of Understanding between the district and the employees.
- 6) Completed the final draft of the District Standards for construction on the district facilities.
- 7) The district is in the last or transition month of Harold Welborns' services.
- 8) Completed the job advertisement for the part time (6 hours/day) person to do billing and give Anna some much needed help.
- 9) The pump for the evaporator canons burned up last week and the crew received the replacement and is installing it. They also are changing maintenance to running of generator every two weeks.

STAFF REPORT-JASON AND MIKE

- 1) Staff have been performing the weekly and monthly monitoring of the water system and sewer system.
- 2) Jason passed his Wastewater Treatment Certification Grade I.
- 3) Jason and Mike have been working with Eaton contractors to make sure everything goes smooth on the control building at Well #5.
- 4) The maintenance truck was hit while it was parked at Jason's house last weekend while Jason was on call.

STAFF REPORT-ANNA

- 1) Anna is learning how to do service inspections for occupancy permits at Ryland Homes subdivision.

16. DISTRICT INFORMATION AND CORRESPONDENCE

- 1) Districts' transitional period through December with the termination of Harold Welborns' contract.

17. FUTURE AGENDA ITEMS

- 1) Approval of Multiple Use Policy and Resolution.
- 2) Review of the Attorney's opinion of the Sewer Lateral Policy.
- 3) Election of Officers.
- 4) Authorization of General Manager to look into Madison District.

18. ADJOURNMENT

Director George Daniel made a motion to adjourn the meeting at 9:28 p.m. and was seconded by Director Bill Setnik.

No discussion.

Ayes: 5 Noes: 0 Absent: 0

Laurel Kieny-Chairman of the Board

Anna McNamara-Clerk to the Board
