

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

REGULAR MEETING
MARCH 9, 2005
MINUTES

1. CALL TO ORDER: The meeting was called to order at 7:00 p.m. by Chairman Laurel Kieny.

2. ROLL CALL

MEMBERS PRESENT: Jack Huie, Laurel Kieny, Mike Goodin, and Joseph Moreland.

ABSENT: Barry Burns

OTHERS PRESENT: Dave Herbst and Anna McNamara

3. APPROVAL OF AGENDA:
Director Mike Goodin made a motion to approve the agenda and was seconded by Director Joseph Moreland.

No discussion.

Ayes: 4 Noes: 0 Absent: 1

4. PUBLIC COMMENT
The General Manager gave a report on the profit and losses of January and February 2005.

No other comment was made.

5. APPROVAL OF MINUTES
Director Mike Goodin made a motion to approve the minutes of February 9, 2005 and was seconded by Director Jack Huie.

No discussion.

Ayes: 4 Noes: 0 Absent: 1

6. APPROVAL OF CLAIMS
The Board questioned the Jobs Available and the ECO: Resources invoices.

All questions were answered by the General Manager.

Director Jack Huie made a motion to approve the claim sheet for fund 466-0 in the amount of \$14,821.52 and was seconded by Director Joseph Moreland.

No discussion.

Ayes: 4 Noes: 0 Absent: 1

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

The General Manager reviewed a handout given to the Board of the Water Supply System Update which was sent to Department of Health Services from the District.

The General Manager gave an overview of the most recent meeting with Department of Health Services.

The General Manager recommends continuing the Resolution.

8. PAY SCALE

The Board and the General Manager discussed the merits of using a pay step scale for the various positions within the District.

The General Manager and the Board reviewed the documents provided in the agenda packets in regards to step systems and merit systems.

The Chairman directs the General Manager to put together job descriptions and pay scales for the two positions of the district and bring them back for the Board's review and action.

9. CHANGES TO ORDINANCE #15

The General Manager and the Board review the type of occupancy and the rate of pay for that occupancy in regards to Resolution #15.

The General Manager stated that the Resolution needs to clarify what constitutes a small business, basic business and a business with excessive use. Also any time a commercial property is sold a water meter needs to be installed with the costs being borne by the property owner.

Director Mike Goodin made a motion asking staff to bring back to the Board, at the next meeting, a draft Ordinance and was seconded by Director Jack Huie.

The General Manager reiterates that the information which was just presented to Board will be used in drafting the Ordinance and that it will include the provision for the installation of water meters upon the sale of a property.

The Board agrees, along with making sure that the Ordinance includes non-listed uses.

No further discussion.

Ayes: 4 Noes: 0 Absent: 1

Open session adjourned for closed session at 8:22 p.m.

10. PERSONNEL REVIEW

Open session reconvened at 9:12 p.m. REPORT: Pending the advice of District Counsel, the Office Secretary/Service Representative will be awarded a 3% cost of living increase. The Board also authorized the Superintendent to pursue a candidate for the open position of Maintenance Person.

11. MANAGER’S REPORT

The General Manager reviewed;

- 1) Year end reports with Department of Health Services and the California Regional Water Quality Control Board.
- 2) Title 22 testing and the CCR’s for the District.
- 3) Arrangements with California Rural Water Association; Smoke testing to find leaks and any illegal sewer hook ups. This will be a class for anyone interested in gaining the knowledge in that area.
- 4) Calling a Special Meeting with representatives of the Esparto Unified School District and the Esparto Community services District to discuss the Esparto Unified School District’s search for a new school site for the High School and the related sewer and water issues.
- 5) Forms presented to the Board to apply to sit on the Grand Jury.

12. DISTRICT INFORMATION AND CORRESPONDENCES

District ledgers only.

The General Manager made note that he has received draft copies of the audits and if any Board member would like to review or have a copy of them he will be happy to make them a copy. Also the finished copy will be coming and it is the same as the draft as there were no changes to the draft.

13. ADJOURNMENT

Director Jack Huie made a motion to adjourn the meeting at 9:45 p.m. and was seconded by Director Joe Moreland.

No discussion.

Ayes: 4 Noes: 0 Absent: 1

Laurel Kieny-Chairman of the Board

Anna McNamara-Clerk to the Board
