

**FLORIN COUNTY WATER DISTRICT
BOARD OF DIRECTORS MEETING MINUTES
7090 McComber Street
Sacramento, CA 95828
Monday, March 11, 2024
7:00 p.m.**

1. CALL TO ORDER AND ROLL CALL:

President Russell called the meeting to order at **7:00P.M.**

2. ESTABLISH QUORUM/APPROVAL OF AGENDA:

Cindy Russell	Director	PRESENT
Leonard Heimericks	Director	PRESENT
Judi Johnson	Director	PRESENT
Gary Schopf	Director	PRESENT
Timothy Baliel	Director	ABSENT
Edmond Leggette	General Manager	PRESENT

Quorum established.

Director Russell asked for someone to make a motion to approve the Agenda. Director Johnson made a motion to approve the Agenda. Director Schopf second the motion. Board unanimously in favor to approve the Agenda.

3. PUBLIC COMMENT

Director Johnson stated that as a Member of the Public she appreciates our staff and how they delivered her packet to her and ask that General Manager Leggette convey her appreciation to the staff.

4. CONSENT CALENDAR

Director Johnson began to make a motion to approve the entire Consent Calendar, but paused to confer with Legal if she can make a motion for the entire Consent Calendar or if she needs to go by item.

Attorney Bernadett said it is customary to motion to approve the entire Consent Calendar. If there are any changes to be made, one can make a motion to approve with amendments.

Director Johnson made a motion to approve the Consent Calendar including the thirteen sets of minutes plus the Accounts Payable and Adjustment Report.

Director Heimericks second the motion.

Director Russell said she wants to pull Item A (Minutes), as she has not had time to finish making her changes to the minutes. She is requesting to be provided a flash drive with all the minutes so that she can make her changes/corrections to the minutes.

Board not all in favor to approve the Consent Calendar. Votes as follows:

Director Johnson – YES
Director Heimericks – YES
Director Schopf – NO
Director Russell – NO

Consent Calendar not approved.

Director Heimericks suggested that the Board have a special meeting just to discuss the minutes and what Director Russell feels she needs to be changed. Director Russell reiterated that she would like a flash drive so she can make the changes that she would like to see to the minutes.

Director Heimericks made a motion to hold a Special Meeting to only discuss the Minutes. Made an additional suggestion that they set a Special Meeting time at the April 8 Board Meeting.

No second to the motion.

Director Russell said she has a vacation and will not have time to complete her changes by the next meeting and she will also need to discuss with Director Baniel and confirm a date.

The Board will decide on April 8 when to hold a Special Meeting to discuss the minutes.

A. Minutes

- 1) August 14, 2023**
Not approved.
- 2) September 11, 2023**
Not approved.
- 3) September 19, 2023**
Not approved.
- 4) October 4, 2023**
Not approved.
- 5) October 10, 2023**
Not approved.
- 6) October 30, 2023**
Not approved.
- 7) November 13, 2023**
Not approved.
- 8) November 27, 2023**
Not approved.
- 9) November 30, 2023**
Not approved.
- 10) December 11, 2023**
Not approved.
- 11) December 20, 2023**
Not approved.
- 12) February 12, 2024**
Not approved.
- 13) February 29, 2024**
Not approved.

B. Accounts Payable

A couple Board Members asked for clarification on a few line items on the Report.

Director Johnson made a motion to approve the Accounts Payable Report.

Director Heimericks second the motion.

Board unanimously in favor. Accounts Payable Report approved.

C. Adjustment Report

Director Johnson made a motion to approve the Adjustment Report.

Director Heimericks second the motion.

Board unanimously in favor. Adjustment Report approved.

5. WELL REHABILITATION

Director Johnson recommended to Director Russell that she would like to have the General Manager to contact Hedman on getting an actual completion date for the work they have been doing as she has noticed this has gone on longer than they quoted.

Director Heimericks asked why the circuit/electrical board has not been delivered when the work has been going on for over a year and half. General Manager Leggette said the board was supposed to have been ordered but when he checked with the Cox Electric, they still have not order the panel yet.

The Board suggest that the District ask for a refund. General Manager Leggette said the panel was paid for through Hedman so the refund request would have to go to them.

Director Heimericks made a motion that the District asks for a refund from Hedman for the electrical panel and that the District look elsewhere for a panel.

Director Johnson second the motion.

Board unanimously in favor. The Board approved General Manager Leggette requesting that Hedman refund the District for what was paid for an undelivered electrical panel. The District will gather bids from other electrical companies to compare costs.

Director Heimericks noted that since October or November of 2022 the District has paid Hedman approximately \$500,000 and the wells they have been working on are still not operational and we do not have the electrical panel. Director Heimericks commented that this does not make sense with the District having spent this much money for work to not be completed.

6. STATUS OF REQUEST FOR PROPOSAL FOR 5-YEAR STRATEGIC PLAN

Director Russell said that she acknowledges the agreement was to have the Board vote on the proposal tonight, but she wants to wait until the whole Board is present.

Director Heimericks noted that they have a quorum.

Director Russell suggested that the District Office Employees should have the capability to complete this task in house.

Director Heimericks made a motion to approve the proposal for a 5-year Strategic Plan.

Director Johnson second the motion.

Board not all in favor. Votes as follows:

Director Heimericks – YES

Director Johnson – YES

Director Schopf – NO

Director Russell – NO

Board did not approve the 5-Year Strategic Plan proposal.

General Manager Leggette said that since the District has lost a lawsuit due to the previous errors surrounding this Agenda item, he recommends, to ensure the protection of the District, that the District should strongly consider outsourcing for this. That way, the District is leaving this to the proper persons who have the experience in this matter and that the District does not run the risk of being in another lawsuit.

7. PROPOSED DISTRICT POLICIES

A. Budget Preparation – REVISED

Director Heimericks made a motion to approve the Budget Preparation policy.

Director Johnson second the motion.

Board unanimously in favor. Budget Preparation Policy approved.

B. Purchase Orders/Purchases – REVISED

Director Heimericks made a motion to approve the Purchase Orders/Purchases Policy.

Director Johnson second the motion.

Board unanimously in favor. Purchase Orders/Purchases Policy approved.

Director Heimericks said that he would like to be on the Budget Committee.

Director Russell asked for another Board to volunteer.

Director Johnson offered to be the other Member to be on the Budget Committee.

Director Russell records that Directors Heimericks and Johnson will be on the Budget Committee.

8. TIME LIMIT ON PUBLIC COMMENT

Director Johnson made a motion to limit public comment to two minutes.

Director Heimericks second the motion.

Board not all in favor. Votes as follows:

Director Johnson – YES

Director Heimericks – YES

Director Schopf – NO

Director Russell – YES

Motion passed by a majority vote. Public Comment will be limited to two minutes.

9. VOTE FOR VICE PRESIDENT

Director Russell would like to postpone this to the April Board Meeting.

Director Johnson questioned why they needed to wait until the next regularly scheduled meeting.

Director Russell responded that she would like to have all Board Members present for appointment of a Vice President and that if Director Johnson wants to vote on this now then this would result in a split vote and suggested that Director Johnson make her motion.

Director Johnson made a motion to appoint Director Heimericks as the Board Vice President.

There was no second to the motion so motion dies.

10. SEPTIC TANK

General Manager Leggette noted that the District septic tank has needed to be pumped twice.

Director Russell noted that Sacramento County has plans to include McComber Street into the County's sewer system.

No other information to report.

11. PURCHASE OF METERS

Director Russell stated this was postponed until 2032 or a few years before 2032.

Director Johnson made a motion to accept the bid for the purchase of meters.

Director Heimericks second the motion.

Board not all in favor. Votes as follows:

Director Johnson – YES
Director Heimericks – YES
Director Schopf – NO
Director Russell – NO

Motion did not pass. The Board will not approve the purchase of meters at this time.

12. SUSTAINABLE GROUNDWATER MANAGEMENT ACT (SGMA)

Attorney Bernadett provided information on this topic, but said this would not apply to the District right now. That some organizations have decided to voluntarily opt into the program knowing that they will have to comply sometime in the future.

No further information to report at this time.

13. BOARD MEMBER STATUS OF MANDATED TRAININGS

Director Johnson asked if all Board Members are in compliance with their mandated trainings.

Director Johnson asked Legal if a Board Member has not completed their necessary mandated trainings, are they legally able to serve on the Board.

Attorney Bernadett responded that she knows that Board Members are required to complete their training in order to serve on the Board, but was unsure of the timeline. She also noted that if a Board Member is not in compliance, then it most likely maybe an Attorney General action and not a Board action to remove that noncompliant Board Member.

Director Russell said that all Board Members must get into compliance with their mandated trainings in three months. She also asked if General Manager Leggette can provide them a list of all required trainings.

Director Schopf asked which ones he was missing as he thought he completed his training. General Manager Leggette responded that he has not completed his Sexual Harassment Training.

Director Russell asked, other than her, if there was any other Board Member not in compliance with their training. General Manager Leggette said that he has not received from Director Baniel proof of completion for any of his required trainings.

14. MANAGERS REPORT

Over the course of the last month there was six leaks that needed to be repaired. When the leak is being prepared, they will also complete a service upgrade so that it is easier on the customer since their water is already turned off. Best to turn off the water once than repeatedly. As of today, all the permits are in for Tommy Circle project. There will be a day or two when they will not be digging because of hauling materials to the dump. Fletcher Well is continuing to be flushed since testing will be done soon. If testing is not where it should be then they will have to airlift the well. Because blasting was done, there is a possibility that sediment may have settle at the bottom of the well. The District also completed meter readings.

No other information to report.

DIRECTORS COMMENTS & SUGGESTIONS

Director Rusell stated that than any employee or public suggestions to the Employee Handbook does not mean they are notes will be implemented and that employees and Members of the Public should only be given a copy of the handbook after it has been approved by the Board. Director Russell said that she checked with a friend at another company and they are company has a committee that creates a handbook and does not give draft copies and that they only handout copies of the handbook after it has been completed and approved.

Director Johnson wanted to confirm if she is to have her comments on the Employee Handbook in by April 8th. Director Heimericks confirmed.

Director Johnson asked to have it put on the Agenda to have the General Manager have the ability to sign checks again and that it was not right to take that away from him. To further note her reasoning for this request, she said she was in the office to drop a gift off and there was a check needing to be signed. She signed the check, but General Manager Leggette said he would have to find someone else on the Board to sign check. Director Johnson states that if the Board would reinstate his ability to sign checks, then bills would be paid on time and further situations like this would be avoided.

Director Heimericks noted that the Board approved in the Budget to have renovations done to the office and asked why this has not been started. General Manager Leggette said the Board did not want to approve any of the bids presented.

Director Heimericks said the Board approved the purchase of a new work truck and questions why this purchase has not been made. Director Heimericks requested that General Manager Leggette look into the cost of a truck at Elk Grove Ford.

Director Heimericks requests these items be added onto the next Agenda for further discussion.

No other Directors comments.

ADJOURNMENT: 8:38P.M.

Respectfully submitted by:

Edmond J. Leggette

General Manager/Secretary to the Board