

**FLORIN COUNTY WATER DISTRICT
BOARD OF DIRECTORS MEETING MINUTES
7090 McComber Street
Sacramento, CA 95828
Monday, April 10th, 2023
6:00 p.m.**

CALL TO ORDER AND ROLL CALL:

President Baniel called the meeting to order at 6:14 p.m.

1.	Timothy Baniel	President	Present
	Gary Schopf	Director	Present
	Maryellen Parsons	Director	Present
	Judi Johnson	Director	Present
	Leonard Heimericks	Director	Present
	Edmond Leggette	General Manager	Present

2. **ESTABLISH QUORUM:**
Quorum established.

3. **OPPORTUNITY FOR PUBLIC COMMENT ON CLOSED SESSION ITEM (GOV. CODE § 54954.3(a)):**
No comment

4. **CONVENE CLOSED SESSION:**
Closed session started at 6:15 p.m.

5. **RECONVENE OPEN SESSION:**
Reconvened open session at 6:41 p.m. No minutes presented to District for inclusion into confidential file.

6. **PUBLIC REPORT:**
Attorney Lauren Bernadett advised no reportable action was resulted from the closed session.

7. **PUBLIC COMMENT:**
Several members of the public offered comments on work of the District.

8. **CONSENT CALENDAR:**
President Baniel entertained a motion to approve the Minutes.
A. Minutes – February 13th, 2023 & March 13th, 2023.
Motion: Director Johnson so moved.
Second: Director Heimericks. **Vote: 4 Ayes, 1 Abstain**

President Baniel entertained a motion to approve the Accounts Payable.

B. Accounts Payable
Motion: Director Parsons so moved.
Second: Director Schopf. **Vote: All Ayes**

Directors engaged in discussion of specific items, e.g., payments to Attorneys, etc. with reminders that the General Manager is the lead addressee to the Attorneys.

President Baliel entertained a motion to approve the Adjustment Report.

C. Adjustment Report

Motion: Director Schopf so moved.

Second: Director Parsons.

Vote: All Ayes

20. WELL REHABILITATION:

President Baliel stated he was moving this item to this point in the meeting. Daniel Hedman was present and provided an overview of the maintenance of various wells. He also presented an estimate totaling \$24,727.50 for a sand separator for Diana Well. General Manager Leggette said that the bid would be adjusted and the cost would be lowered.

The regular order of the agenda was resumed.

9. PROPOSED DISTRICT CHECK SIGNING PROCEDURE:

General Manager Leggette presented the proposed procedure. Immediately public members who were present raised objections. Consequently, following discussion, it was agreed that a Board member will sign checks either before or after the meetings. Director Heimericks agreed to sign checks at the conclusion of the meeting.

10. STAFF REPORT REGARDING TRAINING & CONTINUING EDUCATION:

General Manager Leggette provided an overview of recent trainings he and other staff had attended. In addressing this matter, the General Manager also referenced a letter from Director Schopf, therein answering the questions raised in Agenda item #12. Following discussion, a standing committee of President Baliel and Director Heimericks was established to prepare a policy manual. Attorney Lauren Bernadett advised posting and meeting requirements for said committee.

**11. MEMORANDUM FROM DIRECTOR HEIMERICKS CONCERNING;
THE GENERAL MANAGER POSITION:**

An overview of the actions achieved during the hiring process of the General Manager were reviewed.

12. QUESTIONS FROM DIRECTOR SCHOPF REGARDING TRAINING:

This matter had been addressed in Agenda item #10. General Manager Leggette asked Director Schopf if all his questions had been answered. Director Schopf responded positively.

13. CAPITAL IMPROVEMENT PLAN/RATE STUDY:

General Manager Leggette provided a Rate Study proposal from Bartle Wells to the Board as requested. Following discussion, the General Manager, on a motion by Director Heimericks and Director Schopf, was directed to review the proposal and solicit other bids.

Note following action: In a non-agendaed statement, Director Parsons directed derogatory language toward Director Johnson.

14. 2022-2023 BUDGET:

General Manager Leggette called attention to the proposed budget, which had been distributed and was inclusive with line-item explanations, including the Profit & Loss statement dated July 22, 2022 – April 7, 2023. General Manager Leggette, responding to a question that was raised at the March 13, 2023 Board meeting, provided an overview regarding the purchase of meters. Where upon President Baliel said he would support the Budget with the removal of the meter purchase. Further discussion led to a motion by Director Heimericks and seconded by Director Schopf eliminating the meters and

approving salary increases except those four positions which were identified in the audit report for 2017. (Four known positions)

President Baliel entertained a motion to approve the 2022-2023 Budget.

Motion: Director Heimericks so moved.

Second: Director Schopf.

Vote: 4 Ayes, 1 Nay

15. BOB MURRAY & ASSOCIATES:

President Baliel announced that Bob Murray & Associates via email and text stating that they would not be working with Florin County Water District due to persons associated with the District being rude to them; therefore, they had withdrawn their contract.

President Baliel then advised that he would transmit both the email and text to the General Manager for distribution to all Board members.

16. PAST AUDIT REVIEW:

Director Heimericks led the discussion regarding the need of a total review of the past audit findings, he presented the GASB 75 report of findings from North Bay Pensions Inc. and requested that they be placed on file. Directors Heimericks and Johnson so moved. Passed unanimously.

17. EMPLOYEE COMPENSATION REVIEW:

Director Heimericks provided an overview of work completed by the committee (Heimericks/Baliel) as directed in the January 17, 2023 meeting. Two alternates for providing the compensation package were provided. The studies had been limited due to the difficulty in obtaining information and comparable. Director Heimericks recommended that the District Board enter into a contract with Bryce Consulting and so moved. Director Johnson second the motion and it passed unanimously.

18. BOARD TRAINING:

Director Johnson presented information of the required trainings for Board members (Ethics and Sexual Harassment and Abusive Conduct Prevention). She included for each member dates of the required training completed and urged Board members who are not current to become so.

19. BOARD POLICY MANUAL:

General Manager Leggette distributed sample copies of Board member handbooks. Attorney Jeff Mitchell has sent to the District a template of Board Policies and Procedures from another District which will be studied and discussed further.

21. PROPOSED MODIFICATIONS TO PIPING INFURSTRUCTURE COMPLIANCE WITH EPA CFR 141.84:

General Manager Leggette informed that as updated materials including deadlines and highlights from EPA will be presented to the Board when it is received. He also reported that current address inventory is being updated.

22. MANAGERS REPORT:

General Manager Leggette told those present that April 24-27: General Manager Edmond Leggette and Field Supervisor Brett Foster will be attending the CRWA Operator EXPO and Training to further CEUs (Continuing Education Units) for their Operator Certifications. The training sessions target new/innovative programs to enhance service to rate payers and all the public in the District. Directors Heimericks and Johnson will also be attending the trainings.

Ongoing: Safety Training will continue weekly to ensure staff is current for information pertaining to medical issues, delivery of care, and continuing compliance with OSHA regulations.

DIRECTORS COMMENTS & SUGGESTIONS

President Baliel shared photographs of Fletcher Well which he stated had been open and exposed to the elements for years. He also presented a photo of Director Johnsons car parked in the handicap spot at the District office and stated that this happens all to frequently.

ADJOURNMENT: 8:32 p.m.**Respectfully submitted by:****Edmond J. Leggette**

General Manager/Secretary to the Board