

SEELEY COUNTY WATER DISTRICT

1898 West Main Street (P.O. Box 161) Seeley, CA 92273

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Board President: Patrick Harris

Board Members: Jason Grima, Victor Ibarra, Keith Baird, Beatriz Scroggins

REGULAR MEETING

Date: June 12, 2017, MONDAY

Where: SCWD Office, 1898 W. Main Street, Seeley CA 92273

Time: 6:30 PM

1. Call to Order
 - a. Pledge of Allegiance
 - b. Quorum - Roll Call
2. Discussion of the Agenda
 - a. Items to be pulled from the Action Calendar.
 - b. Items to be pulled from the Discussion Calendar.
 - c. Emergency Items to be added.
 - d. Approval of the agenda.
3. Board Member Reports / Announcements.

PUBLIC COMMENT

This is the opportunity for the members of the public to address the board on any matter within the Board's jurisdiction. Any action taken as a result of public comment shall be limited to direction to staff. State your name for the record prior to providing your comments. Please address the board as a whole, through the chairman. Individuals will be given (3) minutes to address the board. Public comments will be limited to a maximum of 21 minutes. The public will be allowed to comment on specific items on the agenda after board discussion.

DISCUSSION CALENDAR

4. Engineer's Report: The Holt Group, Juny Marmolejo

5. Secretary Report
 - a. Financial Reports
 - b. Miscellaneous/Correspondence
 - c. Payroll summary
6. Chief Operators Report
 - a. Accomplished Tasks
 - b. Water Treatment Plant Reports and Laboratory Results
 - c. Waste Water Treatment Plant Reports and Laboratory
 - d. Dumper Station
 - e. Violations
 - d. Discussion of Sensus meter readers and programming

CONSENT CALENDAR

Any consent item can be removed from the consent list by request of the board or any member of the public for consideration separately.

8. Demands (Accounts Payable)
9. Approval of Minutes: REGULAR MEETING **May 8, 2017**
Approval of Minutes: SPECIAL MEETING **May 23, 2017**
10. Authorize 3 Administrative days for the President of the Board for the month of **June 2017.**
11. Approval of the purchase of Sodium Hypochlorite for Water Treatment Plant from Brenntag Co. for a total cost of **\$1,100.00** (tax and freight included).
12. Approval of purchase of routine office supplies (paper, stamps and cleaning supplies for office (envelopes, copy paper, toner for printers and copier, toilet paper, paper towels, eight rolls of postage stamps, cleaning liquid, trash liners/bags, dish soap, bathroom cleaner, disposable water/coffee cups) not to exceed **\$750.00** [**\$392** for stamps alone].
13. Discussion/Action to approve the replacement of alternator on fleet vehicle #1. Price for parts and labor from Pep Boys. Total not to exceed in the amount of **\$307.78**
14. Discussion/Action to retroactively approve to purchase of spare parts for rebuilding WTP. Price for parts from La Brucherie. Total not to exceed in the amount of **\$357.59**
15. Discussion/Action to approve the purchase of gloves and batteries from Amazon. Total not to exceed in the amount of **\$139.28**

16. Discussion/Action to approve the purchase of a hydrant adaptor, skimmer rake pole, and DPD powder for chlorine residual testing from USABlueBook. Total not to exceed in the amount of \$305.15

17. Discussion/Action to approve the purchase of Maintenance on 310 BACKHOE Loader price includes parts, labor and tax. Total not to exceed in the amount of \$842.69

ACTION CALENDAR

18. Discussion/Action to approve preliminary 2017-2018 Fiscal Budget recommendation from the Ad-Hoc committee.

19. Discussion/Action to approve final Mission statement *"SCWD is committed to transparency and fairness; and we seek to provide excellence in customer service and promote community participation"*.

20. Discussion/Action to increase Aaron Garcia, Operations Manager yearly Salary from 44,000 to 50,000 effective June 13, 2017

21. Discussion/Action to increase Miriam Rosales, General Manager yearly Salary from 45,000 to 50,000 effective June 13, 2017.

22. Discussion/Action to review MOU and to sign a letter of agreement with the Union for the following proposals.

A. For the proposal to *create a new position Operator II*, Full-Time with benefits. With a wage rate of \$19.23 per hour.

B. Under Article VII (*Wages and Classifications*) of the MOU to increase the wage rate of all other classifications by \$1.50.

23. Discussion/Action to approve RESOLUTION 061217-01 for the Operator II position, Full-Time with Benefits.

24. Discussion/Action to approve Miriam Rosales to attend General Manager Leadership Summit in Newport Beach for 4 days and 3 nights. Event Registration is \$625 and accommodations with tax included is \$689.28, total miles to event 362 paid at 53.5 per mile totals \$193.67 (*scholarship awarded for \$625*). Total cost not to exceed in the amount of \$885.95.

25. Discussion/Action to approve quote from JOL Enterprises, Inc. for Electrical Engineering & Design Services, scope of work detailed on item (3) of proposal. Total not to exceed in the amount of \$1200.00

26. Discussion/Action to approve agreement with George J. Woo certified Public Accountant to conduct 2016-2017 fiscal audit for Seeley County Water District. Total Services not to exceed in the amount of \$7000.00

27. Discussion/Action to approve the repair of damages to fleet vehicle #3 door and body. Price for parts and labor from Tucker Auto Body & Towing. Total not to exceed in the amount of \$4,175.86

28. Discussion/Action to approve future purchase of a new Cradlepoint rugged broadband router for Water Treatment Plant (WTP), the new IBR900 has a higher temperature spec, hardened case and rated for shock/vibration. This would be a good device for specific locations that see the extreme elements more often (heat, humidity, etc.) tax \$55.80. Total not to exceed in the amount of \$775.79.

29. Discussion/Action to approve the pay-off of USDA loan #4 Wastewater. (This amount is an approximate total). Total amount not to exceed in the amount of \$36,763.79.

CLOSED SESSION:

30. Conference with Legal Counsel

Anticipated Litigation – Significant exposure to Litigation (54956.9(d) (2) 2 potential cases).

31. Conference with Legal Counsel

Existing Litigation (54956.9(d) (1) Case No. ECU07743.

32. Conference with Legal Counsel –Anticipated Litigation

Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Section 54956.9: (1) potential case.

OTHER ITEMS

Next regular meeting: MONDAY, July 10, 2017 at 6:30 P.M.