

**SAN LORENZO VALLEY WATER DISTRICT
BOARD MEETING MINUTES**

November 6, 2014

7:30 p.m.

CONVENE MEETING/ROLL CALL:

Pres. Bruce convened the meeting at 7:30 p.m. Roll call showed Dirs. Brown, Bruce, Prather, Rapoza and Vierra were present. Acting District Manager Rogers, Deputy Director of Operations Furtado, Finance Manager Hill, and Legal Counsel, Hynes were also present.

President Bruce thanked the candidates, that ran for the Board and those elected, for their effort.

MINUTES:

Minutes Regular Meeting of October 16, 2014.

Director Rapoza noted that the Investment Report has LAFCO mentioned and it should say LAIF. The change was made to the October 16, 2014 Minutes.

Motion made by Dir. Rapoza to approve the minutes, with noted change, for the October 16, 2014 Board of Directors Meeting.

ROLL CALL:

Ayes:	Brown, Bruce, Prather, Vierra, Rapoza
Noes:	None
Abstain:	None
Absent:	None

Minutes of the Special Board of Directors Meeting of October 28, 2014.

Motion made by Dir. Prather to approve the minutes, as distributed, for the October 28, 2014 Special Meeting of the Board of Directors.

ROLL CALL:

Ayes:	Brown, Bruce, Rapoza, Vierra, Prather
Noes:	None
Abstain:	None
Absent:	None

ADDITIONS AND DELETIONS TO AGENDA:

Acting District Manager Rogers stated that Item 11b of the Closed Session has been removed from the agenda.

ORAL COMMUNICATIONS:

Charlene DeBert, Boulder Creek, congratulated everyone that ran for office and everyone that voted for exercising their civic duty.

Chuck Baughman, Boulder Creek, noted that with the change of the Board will cause changes to the Community Outreach Citizen's Advisory Committee.

Dir. Prather said that it will be the same for the Watershed Education Advisory Commission. The three that appointees to the Commission that were appointed by the outgoing Board members will have to apply for reappointment, if they want to continue to serve, by writing to the Board of Directors. The same mechanism can be used by the COCA Committee.

Julie Hendriks, Boulder Creek, thanked the exiting Board members for their many years of service. The latest election has changed the way she feels about the process because of all of the negativity.

John Fasolas, Felton, also thanked the exiting Board members for all of their time and stewardship of the environment.

Mark Lee, Ben Lomond, shared that he thinks it is important to discuss the interviews of District Manager candidates. He believes that the new Board and not the old Board should choose the new District Manager. He wants the interviews scheduled for November 7, 2014 cancelled. He passed out copies of information from the University of North Carolina, School of Government.

Bruce Holloway, Boulder Creek, agreed with Mr. Lee that the new Board members should participate in the hiring of the new District Manager.

Suellene Petersen, Zayante, said that she appreciated the Board meetings and how the public works with the Board and staff.

CONSENT AGENDA: None

UNFINISHED BUSINESS:

BOARD POLICY MANUAL

Legal Counsel Hynes presented the changes to the Board Policy Manual. He suggested that additions to the policy be added as an appendix.

Bruce Holloway, Boulder Creek, questioned the language in three specific paragraphs (9, 26 & 27) and suggested that they be simplified.

Chuck Baughman, Boulder Creek, shared information regarding the limiting of disruptive speech during open meetings.

Dir. Rapoza appreciated the comments from the public.

Dir. Prather suggested that the language in the Board Policy Manual is necessary to cover changes to the laws.

Dir. Brown suggested that the Board Policy Manual should wait for the new Board to review.

President Bruce agreed that the new Board participate with the Policy Manual but also wanted the current Board to begin the process for the “wisdom of the old”.

NEW BUSINESS:

AWARD OF BID – INTERTIES 2, 3 & 4

Acting District Manager Rogers read the memo regarding the Award of Bid for Interties 2, 3 & 4. There was one protest but it has been withdrawn.

Karen Brown, Boulder Creek, questioned how the District can pay for the project with no working capital.

Finance Manager Hill explained the District’s financial standing.

Dir. Vierra further explained the state of the District’s cash and investments.

Dir. Rapoza questioned how much money is expected from the State for the Intertie 6 project.

Acting District Manager Rogers said the \$200,000 was expected from the State.

Dir. Vierra said that possible cash flow problems can be solved with a short term loan.

Peter Taormina, Monterey Peninsula Engineering, said that he is looking forward to this project and working with the District.

Pres. Bruce suggested that we present work schedules to the public.

Eric Hammer, Brookdale, questioned how the bid could be 20% below the engineers estimate.

Jim Coffis, Ben Lomond, questioned if the District would be coordinating work on Graham Hill Rd. with PG & E because they were also going to working on a project there.

Mark Lee, Ben Lomond, suggested that the District spread the project over 16 months to alleviate possible cash flow problems.

Dir. Prather would like to see the project finished in a timely manner.

Dir. Vierra would like an answer to Eric’s question.

Director Rapoza made a motion to Award the Bid to Monterey Peninsula Engineering and approve Resolution #16 (14-15).

ROLL CALL:

Ayes:	Brown, Bruce, Prather, Vierra, Rapoza
Noes:	None
Abstain:	None
Absent:	None

SOFTWARE UPGRADE

Finance Manager Hill explained that our current software, Datastream, will no longer be supported and that it has been sold to Springbrook. Several other local water districts either already have Springbrook or are planning to change over to Springbrook, including Scotts Valley Water and Soquel Creek.

Dir. Vierra is pleased to see that we will be getting a more usable format.

Suellene Petersen, Zayante, is excited with the prospect of a new more usable system. She thinks that Stephanie has done a dynamite job.

Director Prather made a motion to accept Springbrook's proposal and upgrade the District's Software, Resolution 17 (14-15).

ROLL CALL:

Ayes:	Brown, Bruce, Rapoza, Vierra, Prather
Noes:	None
Abstain:	None
Absent:	None

ANNUAL EMPLOYEE REIMBURSEMENT DISCLOSURE

Acting District Manager Rogers introduced the Annual Employee Reimbursement Disclosure statement.

Pam Sperhar, Boulder Creek, stated that she has never seen a SLVWD uniform.

Acting Dist. Manager Rogers said that all operations and field staff wear uniforms, including him.

Bruce Holloway, Boulder Creek, questioned why Betsy Herbert received reimbursement after her retirement.

INTERNAL SIGNATURE POLICY

Finance Manager Hill summarized the internal signature policy. She says that we will continue to require two signatures on checks over \$10,000. Board members will no longer be signers on the accounts.

Dir. Vierra stated that the Finance Committee has already reviewed and approved this policy. He believes that it is best that the paid professional staff do the reviewing and signing.

Motion was made by Dir. Rapoza to accept the Internal Signature Policy.

ROLL CALL:

Ayes: Brown, Bruce, Prather, Vierra, Rapoza
Noes: None
Abstain: None
Absent: None

BANK AND INVESTMENT SIGNATURES

Finance Manager Hill summarized the Bank and Investment Signatures memo. She said that it is uncommon to have Board members as signers.

Dir. Rapoza thinks that a 4th person after the District Manager, Finance Manager and Director of Operations should be authorized as a signer. Jennifer Michelsen, Admin Environmental Analyst should be added to the list but only when one of the others is not available.

Dir. Vierra made a motion to approve the Bank and Investment Signatures Resolution #18 (14-15) with the modification of Jennifer Michelsen Admin Environmental Analyst added.

ROLL CALL:

Ayes: Brown, Bruce, Prather, Rapoza, Vierra
Noes: None
Abstain: None
Absent: None

GENERAL MANAGERS REPORTS:

- a. Manager
(1) Bill List Period Ending November 6, 2014.

Motion made by Dir. Prather to approve the Bill list for the period ending November 6, 2014 in the amount of \$453,246.

ROLL CALL:

Ayes: Brown, Bruce, Rapoza, Vierra, Prather
Noes: None
Abstain: None
Absent: None

ADJOURNMENT TO CLOSED SESSION:

President Bruce adjourned the meeting to closed session at 9:15 p.m.

RECONVENE TO OPEN SESSION:


President Bruce reconvened the meeting to open session at 9:40 p.m.

REPORT ACTIONS TAKEN IN CLOSED SESSION:

No actions to report.

ADJOURNMENT:

Pres. Bruce adjourned the meeting at 9:41 p.m.


Holly B. Morrison
District Secretary