

**CONFORMED AGENDA
REGULAR MEETING
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT BOARD OF DIRECTORS
6425 MAIN STREET, GEORGETOWN, CA 95634**

Special Notation:

***Director Carl Hoelscher will participate in this meeting from a satellite location via telephone.
The Public may participate in all Open Session portions of this meeting from this location.
The specifics of this location while participating in this meeting are as follows:
314 Commerce Drive, Mammoth Lakes, CA 93546***

**TUESDAY, OCTOBER 10, 2017
2:00 P.M.**

MISSION STATEMENT

It is the purpose of the Georgetown Divide Public Utility District to:

- Provide reliable water supplies
 - Ensure high quality drinking water
 - Promote stewardship to protect community resources, public health, and quality of life
 - Provide excellent and responsive customer services through dedicated and valued staff
 - Ensure fiscal responsibility and accountability are observed by balancing immediate and long term needs.
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1. CALL TO ORDER, ROLL CALL, AND PLEDGE OF ALLEGIANCE

The meeting was called to order at 2:00 PM.

Roll Call:

*Directors Present: David Halpin, Jesse Hanschild, Carl Hoelscher (by teleconference),
and Lon Uso;*

Directors Absent: Dane Wadle

*Staff Present: General Manager Steve Palmer, Operations Manager Darrell Creeks, Engineering
Consultant George Sanders, and Meeting Recorder Gloria Omania.*

Legal Counsel: Barbara Brenner, Churchwell White.

2. ADOPTION OF AGENDA

Motion by Director Halpin to adopt the agenda. Second by Director Hanschild.

Public Comment: None

Vote:

Ayes: Halpin, Hanschild, Hoelscher, Uso

Noes:

Absent: Wadle

The motion passed.

3. **PUBLIC FORUM** – Any member of the public may address the Board on any matter within the jurisdictional authority of the District. Public members desiring to provide comments, must be recognized by the Board President, and speak from the podium. Comments must be directed only to the Board. The public should address the Board members during the public meetings as President, Vice President, or Director, followed by the Board member's individual last name. The Board will hear communications on matters not on the agenda, but no action will be taken.

No disruptive conduct shall be permitted at any Board meeting. Persistence in disruptive conduct shall be grounds for summary termination, by the President, of that person's privilege of address.

No public comment.

4. **CONSENT CALENDAR**

A. **Approval of Minutes** -- Special Meeting of October 3, 2017

B. **Financial Reports**

1. Month End Cash Disbursements Report
2. Statement of Cash and Investment Balances

C. **Resolution 2017-24 – Authorizing the General Manager to execute a Professional Services Agreement with Youngdahl Consulting Group**

Possible Action: Approve Resolution 2017-24.

Director Hoelscher requested that Agenda Item 4C be removed from Consent Calendar. Motion by Director Halpin approve the Consent Items, without Item 4C. Second by Director Hoelscher.

Public Comment: None

Vote:

Ayes: Halpin, Hanschild, Hoelscher, Uso

Noes:

Absent: Wadle

The motion passed.

The Board then took up Agenda Item 4C:

Engineering Consultant Sanders reported that the District has an existing contract with Youngdahl Consulting Group to provide material testing services for the Auburn Lake Trails Water Treatment Plant Project. There is a need for additional testing requiring continued services from the consultant.

Director Hoelscher stated that he felt this work should be done by NEXGEN. He asked why Youngdahl is involved when we have NEXGEN.

Mr. Sanders responded that the current contract with NEXGEN does not include material testing. He further explained that NEXGEN is there on a daily basis to conduct field inspections, review progress payments, and provides a level of support that goes beyond what he is able to. He stated that he is satisfied with the services provided by NEXGEN when asked by Director Uso.

Motion by Director Halpin to adopt Resolution 2017-24 authorizing the General Manager to execute a Professional Services Agreement with Youngdahl Consulting Group. Second by Director Hanschild.

Vote:

Ayes: Halpin, Hanschild, Uso

Noes: Hoelscher

Absent: Wadle

The motion passed with a 3-1 vote.

5. INFORMATIONAL ITEMS

A. President's Report

Director Uso stated that he had nothing to report at this time.

B. Board Reports

There were no Board reports.

C. General Manager's Report

General Manager Steve Palmer described what is planned to take place at the next public workshop scheduled for October 12 at the Cool Community Hall.

Mr. Palmer reported that the State has approved an additional 20 hours of time from RCAC to complete the rate study process. RCAC's work on the rate study is funded by the State and they have to approve the time that RCAC is spending on the District's rate study. This additional 20 hours should be enough time to finish the four (4) meetings currently planned. General Manager Palmer stated that it was important to have John VanDenBerg continue the valuable work he is providing for the District.

The General Manager reported that the District continues to reach out to the community to share information about the 218 Rate Study process. He stated that he attended the meeting of the Sons in Retirement with Director Hanschild and made a presentation to about 30 people about the Rate Study. He felt it was well received.

Mr. Palmer described the improvements that have been implemented in the District's Administrative Services. He acknowledged the excellent work by Administrative Aide Christina Cross to initiate an automated phone calling system to notify customers of delinquent accounts. Ms. Cross has also initiated a process to allow customers to pay by credit card in the office or over the phone.

Mr. Palmer informed the Board of new hires to fill vacant positions in the District, including administrative aide Hannah Schnetz, and maintenance workers Jeffrey Klahn and Brian Rule.

The General Manager stated the State Legislature declared October 7-15 as Water Professionals Appreciation Week. He explained this was established to encourage young people to pursue careers in the water industry. Ray Kringel asked if the local high schools have been approached through Career Day events. Mr. Palmer stated he thought this was a good idea.

D. Operation Manager's Report

Operations Manager Darrell Creeks reported that the treatment plants doing well; already making less water; more over weekend. We're selling less water than normal.

Mr. Creeks reported that the last Monday the District received an odor complaint on the trails and found an effluent line break on community line system. The District followed all protocols of the RWQCB and Fish & Game Emergency Response Plan. The break was fixed by the next morning and was inspected by Fish & Game.

Mr. Palmer stated that he and Mr. Creeks will be meeting with RWQCB representatives. It is possible that the District could be fined. Mr. Creeks described the location of the leak to explain the difficulty in finding the leak until the odor complaint was received. A "t" split in half in a location that was not visible. He stated that once it was found, the District jumped on it to repair it and get it cleaned up.

Ray Kringel stated that treated water production declined and asked how to judge per cubic foot. He stated that it is good to have a number in cubic feet to relate it to your rate structure for billing.

Cindy Garcia suggested that staff document everything that happened, review annual maintenance and response plans, and show that the District is proactive and can mitigate the situation. Mr. Creeks acknowledged Ms. Garcia's good suggestions and stated that the Staff has been reviewing and updating the response plan and are already looking at training manuals and talking to staff.

She also commented that the District should follow up with customers who complained and let them know what has been done. Mr. Creeks stated that the customers who had filed the complaint was on site during the repair work and saw first-hand what the District was doing.

Director Uso thanked Ms. Garcia for her excellent suggestions.

E. ALT Treatment Plant Update

Engineering Consultant George Sanders provided a power point presentation to supplement his written report.

The Board was pleased to receive the update that the project is on time and on budget.

6. NEW BUSINESS

A. Resolutions 2017-25 and 2017-26 Updating Finance Committee Roles and Responsibilities, and Approving Finance Committee Appointments

Possible Board Action: Approve Resolutions 2017-25 and 2017-26.

The General Manager provided a status of the Finance Committee and explained the new resolution on roles and responsibilities.

Rick Kringel stated, and Ray Gillespie agreed, that Resolution 2017-25 brings the Finance Committee back to being an advisory body.

Director Uso thanked Ray Kringel, Rick Gillespie, and Donna Bruss for getting the District through the difficult times.

Motion by Director Halpin to adopt Resolution 2017-25 updating the Finance Committee roles and responsibilities. Second by Director Hanschild.

Public Comment: None

Vote:

Ayes: Halpin, Hanschild, Uso

Noes: Hoelscher

Absent: Wadle

The motion passed on a 3 to 1 vote.

Motion by Director Halpin to adopt Resolution 2017-26 confirming appointments of Rick Gillespie, Donne Bruss, and Cindy Garcia to the Finance Committee. Second by Director Hoelscher.

Director Uso stated he was proud to recommend the appointment of Cindy Garcia.

Cindy Garcia stepped to the podium to describe her experience, her strong interest in the health of our water, and her appreciation for the opportunity to serve the community.

Rick Gillespie and Ray Kringle joined Director Uso in supporting Cindy Garcia for her appointment to the Finance Committee. They both commented that they thought she was incredibly qualified.

Vote:

Ayes: Halpin, Hanschild, Hoelscher, Uso

Noes:


Absent: Wadle

The motion passed.

7. **BOARD MEMBER COMMENTS, REQUESTS FOR ADDITIONS TO FUTURE MEETING AGENDAS AND REQUESTS FOR INFORMATION OR RESEARCH TO BE COMPLETED BY STAFF** – Opportunity for Board members to discuss matters of interest to them and provide input for future meetings as well as report on their District-related meeting attendance.
8. **NEXT MEETING DATE AND ADJOURNMENT** – Next regular meeting November 14, 2017, at 2:00 PM, at the Georgetown Divide Public Utility District office.

The meeting was adjourned at 2:57 PM to the special meeting of October 18, 2017, at 2 PM, at the District Office.

In compliance with the Americans with Disabilities Act, if you are a disabled person and you need a disability-related modification or accommodation to participate in this meeting, please contact Steve Palmer by telephone at 530-333-4356 or by fax at 530-333-9442. Requests must be made as early as possible and at least one-full business day before the start of the meeting. In accordance with Government Code Section 54954.2(a), this agenda was posted on the District's bulletin board at the Georgetown Divide Public Utility District office, at 6425 Main Street, Georgetown, California, on October 6, 2017.



Steven Palmer, PE, General Manager

10/30/17

Date