

CONFIRMED AGENDA

REGULAR MEETING

GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT BOARD OF DIRECTORS
6425 MAIN STREET, GEORGETOWN, CALIFORNIA

TUESDAY, AUGUST 9, 2016
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
 - Insure 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. Directors present: Capraun, Hanschild, Hoelscher, Krizl, Uso. Staff present: Operations Manager Darrell Creeks, Project Manager George Sanders, Office Manager Diane Schroeder, Meeting Recorder Gloria Omania. Legal Counsel: Barbara Brenner of Churchwell White.

2. ADOPTION OF AGENDA – Board action to adopt Agenda.

Motion by Director Uso to adopt the Agenda; second by Director Hoelscher.

Public Comment: None

Vote: The motion passed unanimously

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. INTERIM GENERAL MANAGER SALARY RANGE AND DUTIES

- A. Discussion** – Opportunity for Board to discuss how much it will compensate the Interim General Manager, and what duties the Interim General Manager will take on. The Board may take action to appoint an Interim General Manager and all necessary steps associated with the appointment.

The Board discussed the draft Resolution 2016-13, prepared by Legal Counsel for the Board's consideration, resolving the appointment of Darrell Creeks as Interim General Manager and setting terms associated with the appointment, including his salary, spending authority, and duties.

The Board acknowledged the value offered by Mr. Creeks as Interim General Manager by virtue of his long-standing association and knowledge of the district operations.

Director Krizl noted the challenges that Interim GM Creeks will face and thanked him for his long record of dedicated service and his willingness to "step up" for the district. The other Board members nodded in agreement.

The Board discussed the need to authorize Interim GM Creeks the same authority as afforded to the General Manager. The Board also asked Mr. Creeks to work closely with the Board on personnel matters.

The Board agreed on additional language to Item 5 that would provide for Mr. Creeks to return to his position as Operations Manager when he was no longer needed to serve as Interim GM.

- B. Possible Board Action** – Staff recommends the Board of Directors identify compensation, duties, and appointment of Interim General Manager.

Motion by Director Uso to adopt Resolution 2016-13 with the additional language to Item 5; second by Director Capraun

No public comment.

Vote: Passed unanimously.

5. GENERAL MANAGER RECRUITMENT, SALARY RANGE, AND QUALIFICATIONS

- A. Discussion** – Opportunity for Board to discuss the qualifications it will require in a new General Manager, and the way in which it wants to recruit applicants for the District's new General Manager. This will also give the Board the opportunity to provide a salary range for a new General Manager. The Board may take action and direct staff to initiate the recruitment process and all necessary steps.

After an exchange of ideas, concerns and suggestions regarding the recruitment of a new General Manager, the level of involvement by the Board, and the merits of hiring a head hunter, the Board identified the following process:

- *The District will use the job announcement used previously, with benefits and an annual salary range of \$110K to \$140K, commensurate with the candidate's qualifications and experience.*
- *The Board established a committee to work with Legal Counsel Barbara Brenner to vet the list of possible executive search consultants sought out by Ms. Brenner. Directors Uso and Hanschild will serve on the committee.*
- *Ms. Brenner will work with the Consultant to vet applications and select the top ten resumes for the Board's review. The Board will then select the top five to six applicants for an interview with the Board.*
- *The Board agreed that this recruitment and selection process will be initiated immediately, possibly requiring a Special Meeting of the Board in a few weeks.*

Possible Board Action – Staff recommends the Board of Directors identify qualifications, the process for recruitment, and salary range for a new General Manager and direct staff to initiate a recruitment process and all necessary steps associated with the same.

The Board directed Legal Counsel Brenner to immediately initiate the recruitment and selection process as outlined in the discussion above.

6. APPROVAL OF CONSENT CALENDAR – Board Action to approve the Consent Calendar.

These items are expected to be routine and non-controversial. Action by the Board will be taken at one time without discussion. A Board member may request an item be removed from the Consent Calendar for discussion and possible action. Any member of the public may ask to address an item on the Consent Calendar prior to Board action.

A. APPROVE MINUTES

- 1) Regular Board Meeting of June 14, 2016
- 2) Regular Board Meeting of July 12, 2016
- 3) Special Board Meeting of August 2, 2016

B. CONTRACT AGREEMENT WITH CAL.NET – TOWER AND USE AGREEMENT – Staff recommends the Board of Directors authorize the General Manager to enter into a Contract Agreement with Cal.net for the placement and use of an antenna tower on property within the Angel Camp water storage tank site at Auburn Lake Trails. All language within the contract shall be subject to the review and approval of District Counsel prior to final execution.

Motion by Director Hoelscher to approve the Consent Calendar; second by Director Uso.

Vote: The motion passed unanimously.

7. FINANCIAL REPORTS – Accounts Payable for August 2016

Office Manager Diane Schroeder provided clarification on credit card usage to Director Capraun. At this point, Director Krizl welcomed new Office Manager Diane Schroeder to the GDPUD team.

Motion by Director Uso to approve the Financial Reports; second by Director Hoelscher.

Vote: The motion passed unanimously.

8. PRESIDENT’S REPORT

No report.

9. BOARD REPORTS

No reports.

10. GENERAL MANAGER’S REPORT

Interim General Manager Darrell Creeks summarized the General Manager’s Report. Mr. Creeks invited District Engineer George Sanders to add to the topic of the SMUD payments. A discussion ensued about the importance of preserving water rights and the merits of possibly using some of the SMUD payments for that project.

Director Uso and other Board expressed interest in touring the area.

The General Manager’s Report was received and filed.

11. OPERATIONS MANAGER’S REPORT

Darrell Creeks summarized the Operations Manager’s Report which was received and filed.

12. FINANCE COMMITTEE REPORT

A. Status of Cost of Services Study

B. Update on Finance Committee Vacancies

Dennis Goodenow presented Finance Committee Report, which was received and filed.

13. UPDATE ON RCAC PERFORMING WATER RATE STUDY

A. Discussion – On July 20, 2016 Dennis Goodenow and Wendell Wall participated in a conference call with John Van Den Berge of RCAC. Nine key points were discussed and noted relating to what service RCAC would be providing to the District in the development of a Water Rate Study.

District Engineer George Sanders summarized the Staff Report on the status of RCAC performing the Water Rate Study.

This prompted some lengthy discussion relative to the documentation required by RCAC to perform the study. Reference was also made to the availability of El Dorado Water Agency Cost Sharing Funds to supplement staff time to provide information required by RCAC.

The Board requested that RCAC attend the next Board meeting to explain what data RCAC needs and to answer questions.

- B. Possible Board Action** – Staff recommends the Board of Directors instruct staff to work with RCAC in the development of a Water Rate Study.

The Board directed Staff to work with RCAC in development of Water Rate Study.

14. ALT TREATMENT PLANT UPDATE

- A. Discussion** – This is part of a monthly update, provided by staff, relating to the status of the Auburn Lake Trails Water Treatment Plant Project. The content changes monthly with the deletion of those items that are deemed complete.

District Engineer George Sanders presented the monthly ALT Treatment Plant report. Mr. Sanders stated he is working on the Final Budget Approval Form which involves the electronic submittal of a large number of documents, with Gloria Omania's assistance.

Mr. Sanders indicated he hoped to come forward with a request for a Special Meeting of the Board in two weeks to provide the Board with additional information for Board action to move the project forward.

Director Hoelscher expressed serious concerns about moving forward with this \$12 million project given the state of the economy and the potential of a recession that could create hardship for ratepayers to pay their water bills. He described his conversations about the economy with financial consultants he knows. He indicated he contacted an engineer from Pullman Engineering and the Sacramento County District Engineer about alternatives to building a new treatment plant at this time.

Director Krizl stated that this was an important decision for the Board to make. The Board made the decision, with ratepayers in mind. The District is now just two weeks away from awarding a contract, and to go back at the last minute to start all over again is not advisable.

Responding to Mr. Krizl's request for his feedback, Mr. Sanders informed the Board that modifying the filters at this point would cause the State to hold up on the loan, and it could take as much as two years to get approval on that filter system. Additional discussion ensued about the impact of diverting from this project at this point in time.

Possible Board Action –

No formal action was taken.

- 15. BOARD MEMBER AND STAFF 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 to provide input for future meetings as well as report on their District-related meeting attendance.

There were no comments.

16. CLOSED SESSION

The Board adjourned to closed session at 4:37 PM.

- A. CONFERENCE WITH LEGAL COUNSEL – Anticipated Litigation. Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Government Code Section 54956.9 (one potential case).
- B. CONFERENCE WITH LEGAL COUNSEL – Existing Litigation. Pursuant to Paragraph (1) of subdivision (d) of Section 54956.9. Name of case: Jacoby v GDPUD.

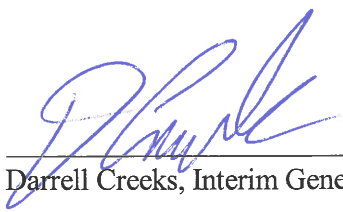
17. ADJOURN TO OPEN SESSION – Announcement of action taken in closed session.

The Board returned to open session at 4:53 PM and reported that no action was taken in closed session.

18. NEXT MEETING DATE AND ADJOURNMENT – The next regular meeting will be September 13, 2016, at 2:00 PM at the Georgetown Divide Public Utility District office.

The meeting adjourned at 4:54 PM.

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 Wendell Wall 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 August 5, 2016.

Signed: 

Darrell Creeks, Interim General Manager

Date: 9/14/16