#

 BOARD OF TRUSTEE

 REGULAR BOARD MEETING MINUTES

 January 11th, 2023

 1:30 p.m.

Board of Trustees present Ed Hulbert, Larry Borrelli, Gary Bailey, Hans Herkert, Leanne Mord, District Manager Terry Bressler, Secretary to the Board of Trustees Barbara Sachs and Nicole Garafalo. No attendance via zoom.

**Agenda:**

M/S/C (Mord, Herkert) approve January 11th meeting agenda

**Minutes:**

M/S/C (Borrelli, Bailey) approve December 14th minutes as modified

Vote Unanimous

M/S/C (Herkert, Borrelli) approve January 4th, 2023 minutes as modified

Vote: Unanimous

**Public Comment:**

Chairman Hulbert said Deryl Phy called him to inquire about the 2023 water allocations, the Bureau of Reclamation criteria and the Assistant District Manager’s position.

**Financials:**

**Treasurer’s Report:**

Barbara presented the following reports:

1. Treasurer’s Report

M/S/C (Mord, Borrelli) approve treasurer’s report as submitted.

Vote: Unanimous

2. Cash report/Designation of Financial Accounts

M/S/C (Herkert, Borrelli) approve cash report/designation of financial accounts as presented.

Vote: Unanimous

3. Interim Transactions

M/S/C (Borrelli, Herkert) approve interim transactions in the amount of $89,684.85

Vote: Unanimous

4. Accounts payable

M/S/C (Herkert, Borrelli) approve accounts payable in the amount of $24,360.03

Vote: Unanimous

Barbara requested to pay accounts payable invoices for year end as they are received and approve them under interim transactions subject to Chairman Hulbert and Trustee Herkert approval.

All were in agreement.

5. Accounts receiveable

M/S/C (Borrelli, Herkert) approve accounts receivable as presented.

Vote: Unanimous

Barbara presented the employee’s vacation and sick leave report.

Barbara presented the profit and loss and profit and loss to actual.

M/S/C (Borrelli, Herkert) approve profit and loss and profit and loss to actual.

Chairman Hulbert said he would like to transfer $2,000,000.00 from County Fund One to Edward Jones for investment. Barbara said the 3 month Certificate of Deposit rate is 4.25% and the 6 month rate is 4.4%. The Board requested Barbara look into the Treasury rates. Chairman Hulbert and Trustee Herkert was approved to make the decision to invest in Treasury or Certificates of Deposit.

The Board thanked Lynda for her work on the well reports. Terry said he was cutting the

information on the well reports off on 1/31 and the 2023 numbers would begin.

Chairman Hulbert reviewed the true January through December profit and loss numbers with the

variance included. He asked for the report to be update once Mary is finished with the preaudit.

Barbara requested a transfer of $20,000.00 from Fund One to Fund Three. She explained $10,000

would be for November and $10,000 for December.

M/S/C (Herkert, Borrelli) approve transfer of $20,000 from Fund One to Fund Three.

Vote: Unanimous

Barbara presented a landowners letter she’ll be mailing for approval. After review by the Board

they approved the letter for mailing.

**New Business:**

**Pre-employment and Drug Screening:**

Chairman Hulbert said previously the Board discussed pre-employment, background checks and random alcohol and drug screening.

M/S/C (Herkert, Borrelli) approve staff to work with council to draft a pre-employment, drug and alcohol screening policy for new hires and random drug and alcohol screening while employed and pre-employment background checks.

Vote: Unanimous

Terry asked if this pertained to part time people. As he can hire them in the morning, send them to office to complete paperwork and put them to work. Trustee Herkert said council should be consulted to see if we can hire someone under these conditions but continued employment would be based on their pre-employment background check and alcohol and drug screening. Trustee Herkert said he would also ask council about a driver’s license record. Barbara said she would email Emily Lamoe with the Boards request.

**District’s Vehicles:**

The Board discussed the current District vehicles. It was agreed to not purchase the pickup on the 2022 budget and no pickup for 2023. Trustee Bailey said pickups should be purchased on an as needed basis.

**Chairman’s Report:**

Chairman Hulbert said the Board needed to complete the District’s mission statement. He asked all the Trustees to review the current mission statement and send them to Barbara before the February Board meeting as this will be an agenized item.

Chairman Hulbert said Sacramento River Settlement Contractors met and the Bureau of Reclamation is talking about reducing the 75% allocation to 50% and 2023 will be a critical year. He said the Bureau of Reclamation is challenging Sacramento River Settlement Contractors contract. He said under the Voluntary Agreement the District’s are paid for the small amount of water they take but the Voluntary Agreement has stalled and nothings being done. He said the Bureau is holding a lot of meetings and if he can’t attend the meetings or be on the phone call Trustee Herkert will back him up.

**Manager’s Report:**

Terry said he delivered 19,246 acre feet of water. The ditch loss has been 33% to date.

He said the head wall at the Princeton Pumping facility will require work. There’s no covers on at Princeton Pumping Facility due to high water.

He said Pat Neu and Darren Cordova of MBK Engineers said if the District is interested in a 2023 water transfer the paperwork needs to be started now. He said the transfer was for San Luis Delta Mendota Water Authority. The Board agreed Terry could put the District’s name on the list to potentially participate. He said he also expects a call from East Bay Mud to see if the District is interested in selling water to them.

Terry said Pat Neu is working on the paperwork for Rancho Caleta’s point of diversion.

He said he’s communicating with Glenn County to see what the ordinance is for transferring well water out of Glenn County.

Terry talked about the repairs needed at Brooks Walker pump. Trustee Herkert said it should be placed on the top of the priority list due to safety issues.

**2. New accounting software:**

After discussion and input regarding the new accounting software it was decided by the Board to leave everything the way it is for now as the accounting portion of the program will not work on a cash upfront basis. The Board would have to vote to be on an accounts receivable basis and the Board said no they wanted their policy to stay the same. On the metering side Terry said the metering rod and laptop would cost $60,000. Trustee Bailey said the people he knows that use this system say it’s not working very good. He suggested keeping the system the District currently has.

Trustee Bailey asked Terry Bressler who the current meter reader was. He said Dennis Richardson and Terry replied yes. He said Dennis also repairs them all.

**3:23 p.m. Closed Session**:

**5:07 p.m. Open Session:**

No action taken

There being no further business to discuss, the meeting was adjourned at 5:08 p. m.

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 Ed Hulbert Terry Bressler

 Chairman of the Board of Trustees District Manager