

MINUTES OF THE FIVE HUNDRED AND SIXTY-SEVENTH REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE RIO ALTO WATER DISTRICT HELD ON WEDNESDAY, JUNE 21, 2017, AT 6:30 P.M., AT THE DISTRICT BOARD ROOM.

DIRECTORS PRESENT:

Mark Reese, President
Joe Adams, Director
Don Moitoza, Director
Craig Weaver, Director

STAFF PRESENT:

Martha Slack, General Manager
Sherry Dial, Bookkeeper

ALSO PRESENT:

Louise Wilkinson, Homeowner

ABSENT:

Dave Anders, Vice-President

- 1 The meeting was opened at 6:30 p.m., by President Reese who chaired the meeting.
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3 Agenda Item #1 - Public Comment. Louise Wilkinson commented that she really enjoys
4 walking around the wetlands in the morning and watching the waterfall flow. She also stated it
5 was amazing to see pelicans at the wetlands last week.
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7 Agenda Item #2 -- Approval of Excused Absences. Director Adams made a motion, seconded by
8 Director Weaver, to approve Vice-President Anders' absence. The motion was carried 4-0, with
9 1 absent (Anders).

1 Agenda Item #3 – Manager’s Report. The General Manager presented the Manager’s Report
2 Update through June 21, 2017 (see attached Addendum A to the minutes).

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4 Agenda Item #4 - Approval of the Minutes from the Five Hundred and Sixty-Sixth Regular
5 Meeting of the Board of Directors held on May 17, 2017. Director Moitoza made a motion,
6 seconded by Director Weaver, to approve the minutes from the Five Hundred and Sixty-Sixth
7 Regular Meeting. President Reese suggested rewriting the sentence on Page 18, Line 9, after the
8 word “impacts”. The General Manager and President Reese agreed to just strike the sentence.
9 The motion was carried 3-0 with correction, with 1 abstaining (Adams) because he was absent
10 from the meeting, and 1 absent (Anders).

11
12 Agenda Item #5 – Approval of the May 2017 Disbursement Reports. Director Adams made a
13 motion, seconded by Director Weaver, to approve the May 2017 Disbursement Reports.
14 Director Weaver asked the General Manager if there are any restrictions for spraying weed killer
15 around the wetland ponds. The General Manager said she talked with the landscapers and was
16 informed that we should only spray aquatic weed killer. President Reese would like the General
17 Manager to make sure the quantity we are spraying falls within the threshold of the amount
18 required before credentials and a mixing station are needed, or the District will need to hire a
19 certified applicator. The motion was carried 4-0, with 1 absent (Anders).

20
21 Agenda Item #6 – Discussion and Possible Approval of the Budget for 2017-2018. Director
22 Moitoza made a motion, seconded by Director Weaver, to approve the Budget for 2017-2018.
23 Direction Weaver questioned the high costs for chemicals used at the treatment plant. The

1 Directors suggested the General Manager should meet with a Representative from Sierra
2 Chemical to negotiate lower prices. A lengthy discussion was held on the Budget and the
3 General Manager answered various questions from the Directors. Director Reese said the
4 Budget is still based on a 1.5% COLA. The General Manager apologized, and said she would
5 revise the budget to reflect the 1.4% COLA, and the extra .1% funds will be allocated to the
6 reserves. The General Manager stated that she forgot to add the 3% water rate increase into the
7 budget. It will need to be revised to include that amount, which will increase our projected water
8 revenue about \$7,800. The General Manager suggested that she revise the Budget and bring it
9 back to the next Board meeting with the appropriate changes for approval. She said she needs to
10 also talk to Craig Collins (Auditor) on the \$23,592 sewer liability repayment to the Water
11 District, and confirm if it should be reported as income. President Reese commented that he read
12 somewhere that an agency is getting a State Revolving Fund (SRF) loan with an interest rate of
13 1%. He was wondering if we could refinance our SRF loan because our interest rate is 1.9%.
14 The General Manager said that she would talk to Pat Lam from SRF. Director Reese made a
15 motion, seconded by Director Adams, to have the General Manager revise the Budget for 2017-
16 2018, and bring it back to the next Board Meeting for approval. The motion was carried 4-0,
17 with 1 absent (Anders),

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19 Agenda Item # 7 – Review and Discussion on Possible Solar Project. The General Manager
20 stated that we need to get started on solar analyses. A discussion followed and the General
21 Manager said we have a representative from Halcyon Solar coming out soon to give us a
22 presentation. Director Reese said he thinks we need to do this in phases, one for the WWTP and
23 one for the wells. The General Manager thinks we have enough roof space down at the WWTP

1 for the panels. Director Weaver would like the General Manager to ask Mike Brown (Operations
2 Supervisor) to find out what the efficiency on the pumps are. Director Reese said when we get
3 ready to go out to bid, the contractors should all receive the same scope of work.

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5 Agenda Item # 8 – Communications – Staff. The Staff and Directors had nothing further to
6 discuss.

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8 CLOSED SESSION

- 9 1. Employee Performance Evaluation
10 Title: General Manager
11 (Pursuant to Government Code 54947)

12

13 President Reese said the Directors only had a few days to look over the information and
14 evaluation form he had given them, and he doesn't feel that we are prepared for a closed session
15 tonight. President Reese discussed the material he provided the Directors and told them to look
16 it over and see if they have any comments. President Reese explained the packet included 2
17 years of goals and status updates because the General Manager did not get an evaluation last
18 year. She was accidentally skipped over due to health issues of President Richman. President
19 Reese said the packet he gave them should be brought to the next meeting and they can sit down
20 in closed session and go over the comments. Director Moitoza said he would like to meet with
21 the General Manager because he has a question and he would like her feedback. President Reese
22 said they can have a closed session and then bring the General Manager back in to give Director
23 Moitoza her feedback. President Reese also explained that the General Manager had included a
24 Salary Schedule that has been updated through 7/1/17 (includes the 1.4% COLA approved at last


1 board meeting). President Reese also reminded the Directors that they had agreed to allot the
2 General Manager 80 hours of compensatory time in lieu of overtime. President Reese asked that
3 the General Manager postpone the closed session and include it on the next agenda for July.

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5 Having no further business to conduct, Director Weaver made a motion, seconded by Director
6 Moitoza, to adjourn the meeting at 9:05 p.m. The motion was carried 4-0, with 1 absent
7 (Anders).

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9 Respectfully submitted,

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11 Terri Taggart, Secretary