

**LAKE OROVILLE AREA PUBLIC UTILITY DISTRICT
BOARD OF DIRECTORS REGULAR MEETING
DECEMBER 10, 2019**

CALL TO ORDER

President Kuehner called the meeting to order at 2:00 P.M. Directors present were Fairbanks, Kiely, Mastelotto and Sharman. Representing the District were Manager McCutcheon, Field Operations Supervisor Sanders, Clerk of the Board Quigley, Foreman Dan Smith and Engineer Knibb. SC-OR Manager Scott Koch was in the audience.

SALUTE TO THE FLAG

President Kuehner opened the meeting with the salute to the flag.

MOMENT OF SILENCE

President Kuehner asked the Board to observe a moment of silence.

CONSENT AGENDA

The Board reviewed the minutes of the Regular Board Meeting of November 12, 2019, the Financial Report and Warrant List for month ending November 30, 2019. After discussion, it was moved by Director Fairbanks and seconded by Director Kiely that the items on the consent agenda be approved as presented. The motion passed with the following roll call vote,

Ayes: Directors Fairbank, Kiely, Kuehner, Mastelotto, and Sharman.

PRESENTATION OF THE 2018-19 INDEPENDENT AUDIT REPORT

Mr. Clay Singleton arrived at the meeting via speaker phone at 2:05 P.M.

Clay Singleton of SingletonAuman PC presented the Board with a summary of the 2018/2019 Financial Statement and Independent Audit Report, this being the first year of a second three-year contract between the District and SingletonAuman PC. He stated that the audit went very smoothly this year and they found no reportable issues, and overall it was a favorable audit.

After discussion, it was moved by Director Fairbanks and seconded by Director Mastelotto to approve the 2018/19 Independent Audit Report as prepared and presented by SingletonAuman PC. The motion passed with the following vote,

Ayes: Directors Fairbanks, Kiely, Kuehner, Mastelotto and Sharman.

Mr. Singleton left the meeting at 2:20 P.M.

Mr. Wes Gilbert, Mr. Joshua Pierce, Mr. Jeff Ashlock, Mr. Jeff Glatz, Mr. James Burkett and Mr. James Burkett, Sr. joined the meeting at 2:22 P.M.

PRESENTATION OF GARDEN OAKS SUBDIVISION

Mr. Jeff Ashlock and Mr. Joshua Pierce gave a short presentation on the Garden Oaks Subdivision and their quest for affordable middle income housing. They requested the District entertain an alternate funding plan to jump start building in the Las Plumas area.

Mr. Wes Gilbert, Mr. Joshua Pierce, Mr. Jeff Ashlock, Mr. Jeff Glatz, Mr. James Burkett and Mr. James Burkett, Sr. left the meeting at 3:37 P.M.

After discussion President Kuehner directed the General Manager to investigate the alternate funding plan and report back to the Board at the regular January Board meeting.

ANNUAL BOARD REORGANIZATION

President Kuehner opened the meeting to nominations for 2020 Board Officers. President Kiely nominated President Kuehner for the office of President. Director Fairbanks

moved to close the nominations. Director Kiely seconded the motion. The motion passed with the following vote,

Ayes: Directors Fairbanks, Kiely, Kuehner, Mastelotto, and Sharman.

President Kuehner was elected to the office of President for 2020.

Director Fairbanks nominated Vice-President Sharman for the office of Vice-President. President Kuehner moved to close the nominations. Director Fairbanks seconded the motion. The motion passed with the following vote,

Ayes: Directors Fairbanks, Kiely, Kuehner, Mastelotto, and Sharman.

Vice-President Sharman was elected to the office of Vice-President for 2020.

2020 REGULAR BOARD MEETING SCHEDULE

General Manager McCutcheon presented the proposed 2020 Regular Board Meeting Schedule.

After discussion it was moved by Director Sharman and seconded by Director Fairbanks to approve the 2020 Regular Board Meeting Schedule as presented. The motion passed with the following vote,

Ayes: Directors Fairbanks, Kiely, Kuehner, Mastelotto, and Sharman.

ADOPTION OF BOARD POLICY NO. 1055 "LEGISLATIVE ADVOCACY"

General Manager McCutcheon presented the proposed Board Policy No. 1055 "Legislative Advocacy."

After discussion it was moved by President Kuehner and seconded by Director Sharman to adopt Board Policy No. 1055 "Legislative Advocacy as presented. The motion passed with the following vote,

Ayes: Directors Fairbanks, Kiely, Kuehner, Mastelotto, and Sharman.

APPROVAL TO PURCHASE PUSH TYPE INSPECTION CAMERA

General Manager McCutcheon noted that the proposed purchase of a push type camera is a budget item. He also stated the purchase of this camera will assist field staff in tracking inflow and infiltration.

After discussion it was moved by Director Kiely and seconded by Director Fairbanks to approve the purchase of a push type inspection camera. The motion passed with the following vote,

Ayes: Directors Fairbanks, Kiely, Kuehner, Mastelotto, and Sharman.

REQUEST AUTHORIZATION TO HIRE AT AN ADVANCE STEP SALARY RANGE

Manager McCutcheon noted the District would soon be advertising for a new Accounts Payable II. He requested authorization to hire a Accounts Payable II at a step range that is greater than the first step in order to fill the position with a qualified candidate.

After discussion, it was moved by Director Kiely and seconded by Director Fairbanks to authorize the General Manager to hire a Accounts Payable II at a step salary range necessary to obtain a qualified applicant. The motion passed with the following vote,

Ayes: Directors, Fairbanks, Kiely, Kuehner, Mastelotto and Sharman.

SC-OR COMMISSIONER'S REPORT

Director Fairbank and Kiely noted the minutes of the November, 2019 SC-OR meeting were included in the Board packet.

BCSDA REPRESENTATIVES' AND LAFCo REPORT

General Manager McCutcheon reviewed the December 6, 2019 BCSDA Executive Board meeting.

Director Kiely noted the LAFCo December 5, 2019 meeting agenda was included in the Board packet.

BOARD MEMBER'S, MANAGER AND STAFF COMMENTS

Field Supervisor Sanders updated the Board on the status of repairs to the lift stations.

ADJOURNMENT

There being no further business to come before the Board the meeting was adjourned 4:08 P. M.

Respectfully submitted,

Cindy Quigley,
Clerk of the Board