

**VALLEY OF THE MOON WATER DISTRICT
BOARD OF DIRECTORS
REGULAR MEETING MINUTES
July 1, 2014**

A regular meeting of the Board of Directors of the Valley of the Moon Water District was held on Tuesday, July 1, 2014, in the Board Chambers of the District Office at 19039 Bay Street, El Verano, California.

1. CALL TO ORDER - PLEDGE OF ALLEGIANCE - ROLL CALL

President Heneveld called the meeting to order at 6:30 P.M. and led the Pledge of Allegiance.

Roll Call by **Deputy Secretary Walk** noted the following present:

Directors:	Ed Kenny Meghan Peddicord Ron Prushko Jon Foreman Mark Heneveld
General Manager:	Daniel Muelrath
District Personnel:	Matt Fullner, Operations & Maintenance Supervisor Shari Walk, Office Supervisor
Public:	None

2. PUBLIC COMMENTS

There were no public comments.

3. CONSENT CALENDAR

- A. Minutes of the June 3, 2014 Board of Directors Meeting.
- B. Surplus Equipment.

On motion by **Vice President Foreman**, seconded by **Director Kenny**, and carried unanimously by a voice vote to adopt the consent calendar as shown.

4. PUBLIC HEARING - NONE

5. OPERATIONAL REPORTS

- A. Monthly Financial Reports & Disbursements for May, 2014.

Office Supervisor, Walk pointed out that the financials included 11 months, and to date we are showing a surplus of over \$350,000, which has been included in the next fiscal year's capital improvement program. Ms. Walk also reminded the Directors that the elections open on July 14th.

On motion by **Director Peddicord**, seconded by **Vice President Foreman**, and carried unanimously by a roll call vote to approve the monthly Financial Reports & Disbursements for the month of May 2014 in the amount of \$412,177.32.

B. Water Source Report.

Matt Fullner, Operations and Maintenance Supervisor noted that the wells comprised 26% of the District's total production for the month of May and stated that the wells on average have declined 9' from the previous month.

C. Operational updates.

Matt Fullner, Operations and Maintenance Supervisor reported the following:

1. Boyes Hot Springs Project: Balsam is complete, and the contractor has moved to Monterey.
2. One of the leaks found by the leak detection company was in the Sonoma Green complex and has been repaired. Additionally, the remaining polybutylene services in Sonoma Green are being scheduled to be replaced too.
3. SCWA completed a leak detection survey of their transmission system, which shut down the aqueduct system, but didn't affect our system. In response to Director Prushko, the District has 24 – 36 hours of storage under normal use conditions and longer in emergency notification periods.
4. During the recent CA Department of Public Health (CADPH) inspection an area of concern was highlighted where HOA's with private wells are irrigating parcels served by District water. CADPH has informed the District that this potential cross connection issues must be remediated. A progress update will be presented at the August Board meeting.

6. PRESIDENT'S AND DIRECTORS' REPORTS OR COMMENTS

In response to **Director Peddicord**, Mr. Muelrath said that only water quality test results that indicated the presence of a constituent needed to be shown on our annual Water Quality Report and that for ease of reading and interpreting non-detects were omitted.

7. GENERAL MANAGER'S AND DISTRICT COUNSEL'S REPORTS

General Manager Muelrath reported the following:

- Water purchases/production was down by 14.7% compared to last year for the month of May, and down 13.3% for June.
- The District received an e-mail from Andy Crim, the person who performed the leak detection survey. He commented what a great job Matt Fullner and crew did responding to the leaks he found. Unlike other Districts, Valley of the Moon Water District repaired the leaks as they were found and applauded the District for being pro-active in water conservation.
- State Water Resource Control Board will be looking at emergency regulations that will target water retailers. If actions are taken an item will be brought forward at the District's August Board meeting.
- To clarify the article in the Sonoma Index Tribune; the twin tunnel project is not the same as the proposed water bond nor it is an alternative. Both items have different and independent objectives.

8. OLD/NEW BUSINESS

A. Reclassification of Office Supervisor

General Manager, Muelrath, introduced the item and noted the need to update the title, job description and salary to reflect the actual duties of this position and to help in the retention and recruitment of qualified individuals. Board discussion ensued regarding the reclassification.

Motion by **Vice President Foreman** seconded by **Director Kenny** and carried by a roll call vote of 4 ayes, and 1 nay, Prushko to reclassify the Office Supervisor position to Administration and Finance Manager and approve the attached job description and compensation schedule with a one-time retroactive payment to July 1, 2012.

B. Revision of District Code – Cross Connection Control

Operations and Maintenance Supervisor, Matt Fullner introduced the item and stated the need for the revisions to clarify the requirements of the District's Code.

Motion by **Vice President Foreman** seconded by **Director Peddicord** and carried unanimously by a voice vote to adopt Resolution No. 140701, revising Section 6 of the Valley of the Moon Water District Code.

C. Term Engineering Agreement and Task Order

General Manager Muelrath reported, that based on the Request for Proposals for engineering design services for the El Verano Water Main Replacement Project, three proposals were received. Erler & Kalinowski, Inc. was selected based on being the best value for the District.

Motion by **Vice President Foreman** seconded by **Director Peddicord** and carried unanimously by a roll call vote to approve Term Engineering Agreement with Erler & Kalinowski, Inc. and authorized the General Manager to issue a Task Order to the firm of Erler & Kalinowski, Inc. in an amount not to exceed \$48,400 to perform engineering and construction services for the El Verano Water Main Replacement Project No. 2947.

D. Election of Special District Representative to LAFCO

General consensus was to authorize the President to cast a vote for Kenneth Jones, candidate for Special District Representative to the LAFCO board.

President Heneveld convened the meeting into Closed Session at 7:33 P.M.

9. CLOSED SESSION

- A.** Conference with legal counsel to consider pending litigation, pursuant to government code section 54956.9 (a) – “VOMWD v. Brown and Caldwell, et. Al”

President Heneveld reconvened from Closed Session at 7:53 P.M. There was nothing to report.

10. ADJOURNMENT

Motion by **Vice President Foreman**, seconded by **Director Peddicord**, and carried unanimously to adjourn the meeting at 7:54 P.M. The next scheduled meeting is a regular meeting on August 5, 2014 at 6:30 P.M.

Shari Walk, Deputy Board Secretary

Mark Heneveld, Board President