

REDWOOD VALLEY COUNTY WATER DISTRICT
2370 Webb Ranch Road
Redwood Valley CA 95470
(707) 485-0679

MINUTES
BOARD OF DIRECTORS

Regular Meeting
December 20, 2012

Directors Present: Jeanette Hallman, Granville Pool, Pamela Ricetti, Jack Spilman
Directors Absent: None
Staff Present: General Manager Bill Koehler
Recording Secretary: Linda Groth
Others Present: None

CALL TO ORDER: 7:01 P.M.

1. ROLL CALL.

Pamela Ricetti, Director
Jack Spilman, Director
Jeanette Hallman, Director
Granville Pool, Board President

2. HEARING OF COMMENTS OR QUESTIONS FROM THE ATTENDING PUBLIC.

Nothing.

3. CONSIDER HEARING OF URGENT ITEMS RECEIVED SINCE THE AGENDA WAS POSTED.

GM Koehler reported there has been a change of status in personnel. The laborer-trainee has left his employment with the District and GM Koehler requests Board Member input as to several options the District can take at this time.

MOTION: Discuss personnel topic as an Urgent Item.

Hallman/Ricetti Discussion CARRIED

AYES: Hallman, Ricetti, Spilman, Pool

NOES: None

ABSENT: None

ABSTAIN: None

GM Koehler reported that the laborer-trainee had mentioned several months ago that he was expecting to eventually receive a response to his application submitted for another line of work. During the past month that response was received by the laborer-trainee, with a request to be available immediately if that was possible. Because GM Koehler had been aware for several months that this could occur, he had no hesitation in providing a letter stating the employee had given proper notice and was leaving this employment on good terms.

GM Koehler suggested this would be a good time for the Board to consider the many options with this vacancy, such as,

- a) hiring a laborer-trainee with the stipulation that employment will end in 6 months if the new hire has failed to obtain a T-1 Certificate in that time period; or
- b) hiring a laborer-trainee who is already Certified; or
- c) hiring an experienced treatment plant and distribution person where the goal is to take up the General Manager position in a few years when GM Koehler retires; or
- d) any other ideas.

Discussion followed during which Director Spilman suggested this is a good time to evaluate the possibility of operating without a third field person. He mentioned that last month the Board agreed that any repair work requiring heavy equipment will be contracted out to Wipf Construction; this includes Wipf supplying a trained and experienced operator with their equipment, and therefore reduces the risk of injury to District employees.

President Pool stated that he agrees with that idea and the next step in conjunction with that is for the Personnel Committee (Spilman, Pool and Koehler) to make a time to sit down together and figure out how we're going to make it work with the two employees working together, or where we're going to go from there.

Director Spilman respectfully suggested that before the Committee meets, and since we are entering the winter months when repairs are generally fewer than during the summer months, the General Manager keep a tally and prepare a report for the Committee showing a breakdown of the work that was done that replaces the third man and what, if any, problems arose from that; including if we had to bring extra help in for a project. What is the cost versus what it would be with a third employee. This would be a very valuable report when the Committee meets.

GM Koehler will keep a tally and provide the report for the committee.

President Pool agreed that this approach makes sense and he is in agreement. President Pool also agrees with GM Koehler that it is very important for the Committee to be prepared to bring something to the Board so that Policy is set for the time GM Koehler informs them that he's getting ready to retire.

In a related matter, GM Koehler referred to an item in the Board Packet and he expanded on the information provided: Although he, Dave and Tim have not sat down to discuss this together, he has met with Dave Redding at Willow CWD and Tim Bradley at Millview CWD to see if there is any synergism with the three Districts working together.

President Pool commented that this discussion has been talked about at multiple levels for quite some time.

GM Koehler said that a confluence of events right now is kind of driving this forward. Dave Redding at Willow CWD is also managing Hopland Water, Calpella CWD, Russian River Estates and some other small systems. Now the Millview CWD has moved their office down to the Willow CWD location in south Ukiah and to some extent they are sharing office duties and providing backup for each other. He added,

obviously an office the size of Redwood Valley CWD has two people so that there is back up when one of them is gone. This is also the reason he feels there should be three people in the field. However, there is some talk, discussing whether there is room for cooperation with Redwood Valley included. Dave Redding has already spoken to the Willow Board and Tim Bradley spoke with his Board last night. Those Boards are willing to have this conversation.

At the simplest level, looking at it from the easiest person to be described as a shared employee would be a meter reader. Right now each of the Districts have to take a person that is trained to be a treatment plant operator or a distribution system operator and then, a couple of days a month they have to be a meter reader. The learning curve for a meter reader is certainly nowhere near the learning curve for a treatment plant operator. If the Districts were combined and it was practical for somebody to read all of the meters and then spend the remainder of their time doing the grunt work on meter box maintenance, that would be a benefit. The mechanics of who pays whom and who pays retirement, etc., haven't been discussed.

Director Pool mentioned that if it did seem like a reasonable plan when GM Koehler retires, and Willow CWD is willing to have Dave Redding take over the GM duties of RVCWD in addition to all else that he's got, that means the District will need to hire a surface water treatment plant operator if the current w.t.p. operator separates from the District.

Returning to previous discussion during Director Spilman's suggestion about evaluating the possibility of operating without a third field person, Director Hallman said she agrees with the suggestion for the time being, but she requests a close watch on the overtime with just two employees.

GM Koehler requested that the Personnel Committee plan to meet early in January.

Director Spilman asked GM Koehler if he has a timeframe for retirement.

GM Koehler said he thinks it would be a couple of years at least. At age 66 he will have to take a good look at his situation. For the time being, he would also like to see his focus get back to attempting to work through this water rights monologue and maintaining some of the contacts and networking that have largely fallen by the wayside these past few months due to a shift in scheduling of his work hours.

President Pool agreed that we need to carry on with all that networking and all those contacts that have been established and we need to not let that slip.

4. ACCEPTANCE OF AGENDA.

MOTION: Accept the Agenda as presented.

Hallman/Ricetti Discussion CARRIED

AYES: Hallman, Ricetti, Spilman, Pool

NOES: None

ABSENT: None

5. APPROVAL OF CONSENT CALENDAR.

- a. Financial Statement.
- b.-1. Bills Paid since those approved at last Meeting.
- b.-2. Bills Paid as approved at previous Meeting.
- c. Bills Payable.
- d. District Activity.

The Consent Calendar was reviewed.

MOTION: Approve the Consent Calendar as presented.

Ricetti/Hallman Discussion CARRIED

AYES: Ricetti, Hallman, Spilman, Pool

NOES: None

ABSENT: None

6. APPROVAL OF MINUTES AS PRESENTED.

The Draft Minutes of November 29, 2012 were reviewed.

At Agenda Item No. 7, a modification of the final paragraph will show this new sentence inserted just before the last sentence:

This would provide a minimum of 30 days of domestic water supply in the event of a power outage.

MOTION: Approve the Minutes of November 29, 2012 with modification.

Hallman/Ricetti Discussion CARRIED

AYES: Hallman, Ricetti, Spilman, Pool

NOES: None

ABSENT: None

7. DIRECTOR AND STAFF REPORTS AND DISCUSSION OF NON-ACTION TOPICS.

Nothing submitted.

8. GENERAL MANAGER'S REPORT.

8-a. District Operations.

The District is operating normally with no particular problems to report.

Due to the amount of storage in Lake Mendocino and increased flows in the river, we began meeting conditions to divert under our own Permit on December 2. As usual there is no demand for the water. November total diversions were 58.31 ac-ft and December is expected to be similar.

The new CPA has begun the audit process.

The employees have been informed that for safety and liability reasons, the District will now be hiring Wipf Construction to provide heavy equipment with an experienced operator whenever a repair job requires heavy equipment.

8-b) Merger and Ad Hoc Committee.

The Willow CWD does not want to absorb RVCWD's debt. We are still looking at increased efficiency through other types of interdistrict cooperation.

8-c) Director Vacancy.

The Director Vacancy signs will be set out until the 60-day open period is over.

8-d) Millview CWD ongoing issues with the State Water Board.

The Notice of Hearing regarding Millview CWD and the Masonite water right has been forwarded to Board Members. The State Water Board also routinely sends copies to a list of people including our Water Rights Counsel, Paul Minasian. Counsel Minasian commented to GM Koehler that it is possible that RVCWD may at some point in the future again rise to the top of the Water Board's attention regarding the application for diversion and storage since it is now expired.

(8:00 P.M.)

9. FINANCIAL REPORT.

After a review of the Financial Report for December 20, 2012, a Motion was made.

MOTION: Accept the Financial Report as presented.

Hallman/Ricetti Discussion CARRIED

AYES: Hallman, Ricetti, Spilman, Pool

NOES: None

ABSENT: None

10. LOCAL AGENCY FORMATION COMMISSION OF MENDOCINO COUNTY – LAFCO.

LAFCO has confirmed receipt of GM Koehler's changes on the Municipal Services Review. The changes noted were not substantive.

11. M. C. INLAND WATER & POWER COMMISSION.

Director Ricetti said the December meeting was cancelled.

12. MENDOCINO COUNTY RUSSIAN RIVER FLOOD CONTROL & WATER CONSERVATION IMPROVEMENT DISTRICT.

Director Spilman said he didn't attend the meeting because he forgot about it.

Director Hallman reported that discussion was mostly for in-house matters. GM Sean White is nearing the end of his current contract with the District and his new contract is under review. The RRFCD Officers will be determined at the January 2013 Meeting.

President Pool wondered if our Board should review our Committee Assignments if people are not willing to attend the meetings. He again requested that he be contacted by the committee members if they are not able to attend the meetings, because he is willing to attend in their absence. It is important to keep the contacts and communication open between the agencies.

13. SONOMA COUNTY WATER AGENCY.

GM Koehler notified his contacts at SCWA that he was back at work after his vacation, and they promised that they would get right back to him, but as of this Board Meeting, they have not..

This morning GM Koehler drove to Santa Rosa to attend the Public Facility Meeting. It was mostly giving an update on the Biological Opinion and the progress that is being made. Primary emphasis was on Dry Creek and the estuary. An interesting piece of information pertaining to Dry Creek is that their stream bed alteration in order to provide calm areas for the fish swimming upstream against greater releases of water, which is what this is all about, is a 6-mile stretch of Dry Creek. They've got 1-mile done and it handled the recent big storm quite well, providing a safe area for the fish to survive while the 3,000 cubic-feet-per-minute was rushing down Dry Creek. The interesting twist is, the total 6-miles is going to be a \$50M project with the last 2-miles completed in 2020. It probably will take a couple of years after that, to evaluate it and determine whether it's doing its job. If the Coho are still endangered, they will reopen the discussions regarding the pipeline.

Pam Jeane mentioned that probably one of the reasons Redwood is not getting the attention we had hoped for from Sonoma is that the SCWA was asked by NMFS (National Marine Fisheries Service) to review yet another alternate flow regime. They've got the current D1610 flow regime, they've got the proposed reduced-flow regime. GM Koehler will contact somebody in that office and ask, What is the additional flow regime?

President Pool stated that this is a very important question for Redwood.

GM Koehler agreed. He added that after the meeting ended, he noticed several Mendocino County people, and others, going off to another meeting that he knew nothing about. He saw Supervisor Carre Brown, and learned there is a new committee being formed largely at the request of Sonoma County Supervisors Mike McGuire and Efren Carrillo, sitting as the SCWA. They also have federal government assistance in attempting to form something called the Russian River Compact; an attempt to get more cooperation from the entire watershed and to take advantage of the fact that we do have some dialog started. One of the stated goals is to share information, share resources and share working together to get funding. GM Koehler urged the Directors to look up the SCWA website and read about the 10 stated goals of the Compact. GM Koehler has made contact to request that RVCWD be included in notification of these meetings, since Redwood is very much a part of the Watershed.

President Pool thanked GM Koehler for driving down to Santa Rosa and being a part of this today. Director Pool emphasized once again how important it is for our District to have representatives at these meetings.

14. REPORT OF ATTENDANCE AT AGENCY MEETINGS OF ANY OTHER ENTITY NOT LISTED SEPARATELY HEREIN.

Nothing.

15. STATE WATER RESOURCES CONTROL BOARD.

Nothing

16. STATUS REPORT OF PLACE OF USE ISSUES.

Nothing.

17. STATUS REPORT OF 2800 ACRE-FEET STORAGE RIGHT.

Nothing.

18. CONSIDER ATTENDANCE AT SEMINARS, TRAINING EVENTS, CONFERENCES AS RECEIVED SINCE LAST MEETING.

Nothing.

The Meeting ended at 8:24 P.M.

The next Regular Meeting is scheduled for 7:00 P.M. on Thursday, January 17, 2013 at the Water District Office, 2370 Webb Ranch Road, Redwood Valley, California.

Respectfully submitted,
Linda Groth, Recording Secretary

APPROVED: Board of Directors

DATE APPROVED: January 17, 2013

SIGNED: Paula Berezay
Secretary, Board of Directors