

Minutes

Sacramento Suburban Water District Regular Board Meeting Monday, January 24, 2022

Location:

Audio Conference at 1-669-900-6833, and Video Conference using Zoom at Meeting Id #896 4931 1407.

Call to Order – Videoconference/Audioconference Meeting

President Locke called the meeting to order at 6:00 p.m.

Roll Call

Directors Present: Jay Boatwright, Dave Jones, Craig Locke, Kevin Thomas, and Robert Wichert.

Directors Absent: None.

Staff Present: General Manager Dan York, Assistant General Manager Matt Underwood, Heather Hernandez-Fort, Jeff Ott, Dana Dean, Todd Artrip, Julie Nemitz, Ann Bradford, and Susan Schinnerer.

Public Present: William Eubanks and Jennifer Harris.

Announcements

General Manager Dan York (GM York) announced that February 1, 2022, was the Districts 20-year anniversary.

Public Comment

None.

Consent Items

1. **Minutes of the December 20, 2021, Regular Board Meeting**
2. **Minutes of the December 20, 2021, Special Board Meeting**
3. **Minutes of the December 29, 2021, Special Board Meeting**
4. **Minutes of the January 5, 2022, Special Board Meeting**
5. **Minutes of the January 10, 2022, Special Board Meeting**
6. **Treasurer’s Report**
7. **Policy Review - Capital Asset Policy (PL - Fin 002)**

8. **Resolution No. 22-02 Honoring Michelle Hirt on Her Retirement**
9. **Resolution No. 22-03 Terminating the Temporary Suspension of Portions of Regulations 5 and 6 in Response to COVID 19 Pandemic**
10. **Resolution No. 22-04 – Adopting a Records Management Policy Updating the Current Records Inspection, Retention, and Disposal Policy (PL – Adm 002)**
11. **2021 Budget Transfers**

Director Wichert requested to pull Items 6 and 9 for discussion.

Director Thomas requested to pull Item 11 for discussion.

Director Boatwright requested to vote on Items 1-5 separate from the other items, as he planned to abstain from Items 1-5, as he was not at the meetings in order to approve the minutes.

President Locke moved to approve Items 1-5; Director Wichert seconded. The motion passed by unanimous vote, Director Boatwright abstained.

AYES:	Jones, Locke, Thomas, and Wichert.	ABSTAINED:	Boatwright.
NOES:		RECUSED:	
ABSENT:			

President Locke moved to approve Items 7, 8, and 10; Director Wichert seconded. The motion passed by unanimous vote.

AYES:	Boatwright, Jones, Locke, Thomas, and Wichert.	ABSTAINED:	
NOES:		RECUSED:	
ABSENT:			

Regarding Item 6, Director Wichert requested further details on the million dollars of warrants in the CIP section.

Jeff Ott (Mr. Ott) expressed he would cover those questions in the Financial Report later in the meeting.

Director Wichert moved to approve Item 6; Director Thomas seconded. The motion passed by unanimous vote.

AYES:	Boatwright, Jones, Locke, Thomas, and Wichert.	ABSTAINED:	
NOES:		RECUSED:	
ABSENT:			

Regarding Item 9, Mr. Ott answered several clarifying questions.

Director Thomas moved to approve Item 9; Director Wichert seconded. The motion passed by unanimous vote.

AYES:	Boatwright, Jones, Locke, Thomas, and Wichert.	ABSTAINED:	
NOES:		RECUSED:	
ABSENT:			

Regarding Item 11, Director Thomas inquired what projects took place for the \$78,000 in ADA Compliance for the Customer Service Area.

Julie Nemitz (Ms. Nemitz) answered Director Thomas' questions and expressed she would get him further details on those projects offline.

Director Thomas moved to approve Item 9; President Locke seconded. The motion passed by unanimous vote.

AYES:	Boatwright, Jones, Locke, Thomas, and Wichert.	ABSTAINED:	
NOES:		RECUSED:	
ABSENT:			

Items for Discussion and/or Action

12. **General Manager Employment Agreement**

GM York presented the staff report.

Director Wichert moved to approve the staff recommendation; Director Thomas seconded.

William Eubanks (Mr. Eubanks) commended the Board for recognizing GM York's outstanding work.

The motion passed by 4/1 vote, Director Boatwright abstained.

AYES:	Jones, Locke, Thomas, and Wichert.	ABSTAINED:	Boatwright.
NOES:		RECUSED:	
ABSENT:			

13. **High Traffic Valve Preventive Maintenance**

Todd Artrip (Mr. Artrip) presented the staff report, PowerPoint Presentation, and answered clarifying questions.

Director Wichert requested a copy of the work schedule for 2022.

Director Boatwright and President Locke both expressed they were very impressed by the preventive maintenance program.

14. Liaison Appointments for 2022

GM York presented the staff report.

President Locke appointed the following Liaison appointments and requested to keep all remaining the same:

ACWA/JPIA.....	Jay Boatwright
ACWA General Election Voting Delegate	Jay Boatwright
ACWA Water Quality Committee	Craig Locke
California Special Districts Association.....	Dave Jones
LAFCo Special District Advisory Committee	Kevin Thomas
Sacramento Groundwater Authority	Kevin Thomas, Board Rep.

General Manager’s Report

15. General Manager’s Report

GM York presented the staff report.

- a. *Grant of Easement and Right of Way*
A written report was provided.
- b. *Emergency Groundwater Delivery to the City of Sacramento*
A written report was provided.

Department/Staff Reports

16. Financial Report

Mr. Ott presented the staff report.

- a. *COVID-19 Financial Update*
A written report was provided.
- b. *Financial Highlights*
A written report was provided.
- c. *Budgets*
A written report was provided.

d. Information Required by LOC Agreement

A written report was provided.

17. District Activity Report

Mr. Artrip presented the staff report and answered clarifying questions.

18. Engineering Report

Dana Dean (Mr. Dean) presented the staff report.

Mr. Eubanks inquired on the status of the Butano Well construction.

Director Wichert requested the schedule of completion for the Butano Well.

a. Major Capital Improvement Program (CIP) Projects

A written report was provided.

b. Planning Documents

A written report was provided.

c. Other

A written report was provided.

Information Items

19. ACWA/JPIA H.R. LaBounty Safety Awards

Ben Harris presented the staff report.

20. Upcoming Water Industry Events

A written report was provided.

21. Upcoming Policy Review

A written report was provided.

a. Debt Management Policy (PL – Fin 011)

b. Reasonable Accommodation and Interactive Process Policy (PL – HR 014)

c. Disconnection of Residential Water Service Policy (PL – CS 001)

d. Rules for Proceedings of the Board of Directors (PL - BOD 002)

Director's Reports (Per AB 1234, Directors will report on their meeting activities)

22. a. Regional Water Authority (Director Jones)

The agendas for the January 13, 2022, regular and January 18, 2022, Special Board Meetings were provided.

Regional Water Authority Executive Committee (General Manager York)
None.

- b. Sacramento Groundwater Authority (Director Wichert)
The agenda for the January 6, 2022 Special Board Meeting was provided.
- c. Director Reports – AB 1234

Director Thomas provided an oral report on his meeting with the General Manager on December 17, 2021 and January 21, 2022; and the AeroJet CAG meeting he attended on January 19, 2022.

Director’s Comments/Staff Statements and Requests

Director Wichert requested to place the Rules for Proceedings of the Board of Directors Policy on the action and discussion items at the February regular Board meeting, as he planned on making comments on that Policy. He additionally requested Jennifer Harris to review it and make comments at the February regular Board meeting.

Closed Session (Closed Session Items are not opened to the public)

The Board convened in Closed Session at 7:19 p.m. to discuss the following:

- 23. Conference with real property negotiator involving the purchase, sale, lease or exchange of APN 229-0362-018, Sacramento, CA. Dan York, District negotiator, will negotiate with Anthony Caruso. Instructions to the negotiator(s) may include price, terms of payment, or both. (See Government Code sections 54954.5(b) and 54956.8.)

Return to Open Session

The Board convened in Open Session at 7:41 p.m. There was no reportable action.

Adjournment

President Locke adjourned the meeting at 7:42 p.m.

Dan York
General Manager/Secretary
Sacramento Suburban Water District