

**San Gabriel County Water District
Regular Meeting of the Board of Directors
8366 Grand Ave.
Rosemead, CA 91770**

February 27, 2018

4:00 P.M.

AGENDA

Call to Order

1. Pledge of Allegiance

- 2. Roll Call**
- | | |
|---------------------------|-------|
| Director Taylor | _____ |
| Director Chan | _____ |
| Director Cammarano | _____ |
| Director Cici | _____ |
| Director DeLaTorre | _____ |

3. Additions, Re-order and Adoption of the Agenda:

Motion:
Second:
Action:

4. Public Comment on Agenda and Non-Agenda items

Anyone wishing to discuss items on and not on the agenda may do so at this time

5. Minutes of a Regular Meeting of the Board of Directors held February 13, 2018

Motion:
Second:
Action:

6. List of Demands on the General Account

a. Revolving/Payroll Account Reimbursement

Motion:
Second:
Action:

7. District Counsel

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8. Action Items

a. Consideration and Action on voting for LAFCO Representative

Motion:

Second:

Action:

9. Miscellaneous Information Items

a. 2018 ACWA Spring Conference

10. General Manager Report

11. Future Agenda Items

12. Director Comments

13. Adjournment:

Motion:

Second:

Action:

Materials related to an item on this agenda submitted after distribution of the agenda packet are available for public review at the District office, located at 8366 Grand Ave., Rosemead, CA 91770.

If you have special needs because of a disability which make it difficult for you to access or participate in the meeting, please contact the District Finance & Administration Manager, (626) 287-0341, by at least noon on the Monday preceding the meeting. The District will attempt to make arrangements to accommodate your attendance.

**MINUTES OF A REGULAR MEETING OF
THE BOARD OF DIRECTORS OF
SAN GABRIEL COUNTY WATER DISTRICT
HELD ON FEBRUARY 13, 2018**

- CALL TO ORDER** A regular meeting of the Board of Directors of the San Gabriel County Water District was held on Tuesday, February 13, 2018, at 8366 Grand Avenue, Rosemead, California at the hour of 4:00 p.m.
- ROLL CALL** President Taylor; Directors Cammarano, Chan, and Cici; General Manager Prior; Assistant General Manager Feilen; Finance and Administration Manager Corona; and District Counsel Colin O’Neill were present.
- AGENDA** Upon motion by Director Chan, and seconded by Director Cici, the Board voted unanimously, 4-0, to adopt the agenda for this regular meeting of the Board of Directors held on February 13, 2018.
- MINUTES** Upon motion by Director Cammarano, and seconded by Director Cici, the Board voted unanimously, 4-0, to approve the minutes of the regular meeting of the Board of Directors held on January 23, 2018.
- DEMANDS** Upon motion by Director Chan, and seconded by Director Cammarano, the Board voted unanimously, 4-0, to approve the payment of check numbers 11407 through 11448 from the Revolving Account in the aggregate amount of \$48,103.41 for the January, 2018 invoices, and check numbers 19289 through 19351 from the General Account in the aggregate amount of \$632,417.68 for the January, 2018 invoices.
- EXPENSES** None.
- PUBLIC COMMENT** Ms. Cici notified the Board of the annual San Gabriel Women’s Foundation Luncheon on March 15, 2018, and encouraged all present to attend.
- DISTRICT COUNSEL** District counsel reported that he will be working with the General Manager to revise the District’s Personnel Manual to address some recent changes in the law.
- ACTION** Upon motion by Director Cammarano, and seconded by Director Chan, the Board voted unanimously, 4-0, to adopt Resolution No. 01-18-499, expressing regret at the passing of former General Manager Charles, “Chuck,” E. Shaw, and honoring his legacy and service to the District.
- Upon motion by Director Chan, and seconded by Director Cici, the Board voted unanimously, 4-0, to award a contract to Western Fence Co. in the amount of \$65,900.00 to install wrought iron fencing around the perimeter of District grounds.

INFORMATION

The January, 2018, Banking and Investment Report was received and filed.

The January, 2018, Water Well Report was received and filed.

**GENERAL
MANAGER
COMMENTS**

The General Manager replied to Director Taylor’s previous inquiry, reporting that the newly purchased work truck does have air-conditioning and a radio.

The General Manager reported that the water samples from Well No. 16 were better than they had been, and are now within acceptable limits. The reason for the previous samples’ lesser quality was that the newly installed packer had not been holding, and has now been secured properly.

The General Manager reported that staff was still trying to get the SCADA system working for Well No.11.

The General Manager reported that, after a brief, informal investigation, the District was the only agency he could find that offers a survivor’s benefit to retired employees and officers.

The General Manager presented a report on the state of the District’s emergency reserves and information relating to a possible increase to the reserves for the Board’s future consideration.

The General Manger reported that staff is planning to implement the new computer software system after the upcoming audit, with implementation expected to begin in April, 2018.

**FUTURE
AGENDA
ITEMS**

LAFCO election vote for representative.

**DIRECTOR
COMMENTS**

Director Cammarano shared some current newspaper articles concerning the State’s ongoing drought concerns. Among the subjects she raised were the change in scope to the Bay Delta Tunnel project, reduced from two tunnels to one.

Director Cammarano requested that the District’s next newsletter provide information concerning the District’s efforts in collecting water, perhaps with accompanying graphic representation to reinforce the message.

Director Cammarano expressed her interest in attending the Spring ACWA conference in Sacramento.

Director Chan inquired what was the proper procedure for initiating the Board’s consideration of a change in the District’s payroll processor. Staff

advised that he could simply notify staff of his desire to do so, but that it would better to wait until the new computer software is installed.

Director Taylor commented on the proposal generated by CV Strategies, offering that certain aspects seemed useful, while others seemed inappropriate because, rather than selling a product, the District is providing a service.

Director Taylor also provided staff with a recent article from an AWWA newsletter that he thought might be useful for operations.

ADJOURNMENT

Upon motion by Director Cammarano, and seconded by Director Chan, the Board voted unanimously, 4-0, to adjourn the meeting.

President

Secretary

[SEAL]

San Gabriel County Water District
AP Check Register (Current by Bank)

Check Date: 2/27/2018

<u>Check No.</u>	<u>Date</u>	<u>Status</u>	<u>Vendor ID</u>	<u>Payee Name</u>	<u>Amount</u>
BANK ID: 13100B - GENERAL ACCOUNT					13100
19352	02/27/18	P	12031	REVOLVING REIMBURSEMENT	\$119,821.91
BANK 13100B REGISTER TOTAL:					\$119,821.91
GRAND TOTAL :					<u><u>\$119,821.91</u></u>

* Check Status Types: "P" - Printed ; "M" - Manual ; "V" - Void (Void Date); "A" - Application; "E" - EFT
** Denotes broken check sequence.

BALLOT

**SPECIAL DISTRICT LAFCO REPRESENTATIVE
(ALTERNATE)**

Please vote for no more than one candidate.

DON PARAZO, M.D.

Occupation: Healthcare District Director

Sponsor: Antelope Valley Healthcare District

JOSEPH T. RUZICKA

Occupation: Water District Director

Sponsor: Three Valleys Municipal Water District

BALLOT

SPECIAL DISTRICT LAFCO REPRESENTATIVE

Please vote for no more than one candidate.

E.G. "JERRY" GLADBACH

Occupation: Water District Director
Sponsor: Castaic Lake Water Agency;
and Newhall County Water District

DON PARADO, M.D.

Occupation: Healthcare District Director
Sponsor: Antelope Valley Healthcare District