

## MINUTES

The meeting was called to order at 6:02 p.m.

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### 1. Roll Call

The meeting was called to order by the Board President James Kentosh at 6:02 pm at the District Office.

Present were: Board President James Kentosh, Board Directors Mike Krumpschmidt, Diana Engle, and Mike Etchart. Staff Present: General Manager Mike Hollebrands and Board Secretary Summer Ward. Attorney Lindsay Nielson was also present.

Absent: Larry Harrold.

### 2. Approval of the minutes

Approval of the October 17, 2017 Regular Meeting minutes:

Mr. Etchart made the motion to approve the October 17, 2017 Regular Meeting minutes with a minor wording correction on page 3. Mr. Krumpschmidt seconded the motion.

Etchart/Krumpschmidt  
All Ayes – Harrold Absent  
M/S/C

### 3. Public Comments

Elizabeth Anne Von Gunten was present. Ms. Von Gunten stated that she has concerns that the Board Committees are held as ad hoc meetings with only 24 hours' notice, rather than regularly scheduled meetings with 72 hrs notice. Ms. Von Gunten will email Mr. Hollebrands her public statement.

Susan Moll was present. Ms. Moll stated that during the July 22, 2017 meeting she had requested that her written response be included in the meeting packet and was to be a final version, not draft. Additionally, Ms. Moll has requested water history for her property and adjustment of the allocation.

The Board will review meeting minutes from August 2017. The Board recommended Ms. Moll submit a written Allocation Waiver form, available

on the MOWD website; all documented water history for the property is available to Ms. Moll.

#### **4. General Manager's Report**

- **Production of Wells – Wells continue to run efficiently and meet the current customer demand. It was noted that the wells refill the tanks every other day despite Well 4 being offline and it is anticipated that wells will carry us through December.**
- **Warehouse (CUP) – Still pending public hearing at the County.**
- **District O&M Report – The District Board reviewed the report and asked for clarification on the AMS invoice, it was a customer that wrongfully manipulated the district valve and broke the Angle Meter Stop (AMS).**
- **Fencing Update – Upper portion and access gate completed on 11/21/2017.**
- **Casitas MOU – The District is continuing conversations with Steve, finalizing language between Ventura River and Casitas, roughly 98% complete.**
- **State Permits – Received for highway 33, lateral access across from Deer Lodge. All job bids are due by December 13, 2017.**
- **Board Member ID Cards – Updated MOWD ID cards were distributed to each Board member present, Mr. Harrold will receive his card after the meeting.**
- **Well 4 Rehab – All job bids will be presented at the December 19<sup>th</sup> meeting for review. WREA meeting to review site plan for the new motor controls, the District will perform the line extension work.**
- **Saturday November 18, 2017 main line full circle break in the middle of El Roblar. Cast iron pipe full circle break could be attributed to climate flux or bedding problems. The leak was repaired and road patched.**

#### **5. Board Committee Reports**

- **GSA Board November 21, 2017 – Ms. Engle summarized the most recent meeting, including:**
  - **Administrative focused agenda, discussing items such as the Conflict of Interest Code. No general public was in attendance and no items regarding the GSP.**
- **Drought Committee November 2, 2017 – Ms. Engle and Mr. Kentosh summarized the meeting, including:**
  - **Draft Allocation Rate Plan (ARP) was reviewed; action will be required before April 2018. The recent Eagle Aerial study along with the Casitas model will be used to develop the ARP.**
- **Executive Committee November 7, 2017 – Mr. Kentosh and Mr. Krumpschmidt summarized the meeting, including:**
  - **Public Safety – discussion of Board ID cards, sharing of contact information, notice to MOWD customers in the event of an emergency, District Safety Manual and updating Board on Safety**

policies. Mr. Hollebrands will be updating the policies, ID cards, printing the 5,000 hardcopy customer notices, two-sided sign board, potential for reverse 911 Robo-Calls and updating Board on emergency response protocols.

## 6. Old Business

- District Christmas Dinner – Friday December 15, 2017. Mrs. Malone will send reminder email to Board Members prior to the event.
- Safety – No new information.
- Property Easement – Budget allocation for project and backup generator for Fire Zone 2; additional discussion required for how this budget allocation will be paid, i.e. Zone 2 customers vs all MOWD customers.

## 7. Board of Directors Reports

- Ms. Engle stated that last week a Watershed & Farm Workshop was held with DWR and other speakers. The event was well attended. AWA VC Breakfast keynote speakers (3 GMs) provided an overview of 2017 and what is coming in 2018. GeoSyntec has been hired by the State Board for modeling flow criteria for our GSA. The work plan was released this week. A technical advisory committee was created.
- Mr. Krumpschmidt reported that he has observed debris being dumped into the drain on Lomita. It was advised that these observations should be reported to Mr. Hollebrands who will report to Flood Control.
- Mr. Etchart discussion regarding the status of Casitas water study. It was noted that the State Water study is still pending and that Casitas will need US Forest Service permit to collect data collected for the drilling site.

## 8. Financial Matters

- Approval of Payroll and Payables from October 16<sup>th</sup> to November 15<sup>th</sup>, 2017 in the amount of:

Payables -	\$26,447.04
Payroll -	\$34,396.08
Total -	\$60,843.12

There was clarification on two payables: (3) CUP – hourly consult fee, not a lump sum payment for project; (2) Cannon Camera – is the office Cannon Copier that is due for replacement; (3) Hartmann Allocation – purchased allocation through Casitas and rolled through MOWD.

Mr. Etchart made the motion to approve the Payroll and Payables from October 16<sup>th</sup> to November 15<sup>th</sup>, 2017. Mr. Krumpschmidt seconded the motion.

Etchart/Krumpschmidt  
All Ayes – Harrold Absent  
M/S/C

#### **9. Board Discussion and/or Action**

- **Board Email – MITECH provided pricing quote for adding MOWD email accounts for each Board member. Discussion of other Districts’ policy and use by Board members, along with legal risk. Mr. Hollebrands will survey other Districts regarding Board email and policies related to email use.**
- **Bob’s Fence – Bid for approval \$17,060.00. Mr. Krumpschmidt made the motion to approve the Bob’s Fence bid for \$17,060.00. Mr. Etchart seconded the motion.**
  - **Ms. Moll requested a meeting to discuss the property lines, allocation and water history of her property. Mr. Hollebrands to schedule meeting for following week.**

Krumpschmidt/Etchart  
All Ayes – Harrold Absent  
M/S/C

**At this time the Board of Directors went into Closed Session at 8:03 pm.**

**10. Closed Session: The Board of Directors went into closed session to discuss personnel matters or litigation, pursuant to the attorney/client privilege, as authorized by Government Code Section 54657 & 54956.8, 54956.9a)**

- **The Board will go into closed session under the Real Property Negotiations Exception and Pending litigation; Lawyer-client privilege Government Code sections (§54956.8), (§54956.9 (b)(3)(c) and (§54957.7) to discussion options regarding easements and property lines on parcels 010-0-102-290 and 010-0-102-090**
- **General Manager’s Performance Review and possible salary adjustment: Government Code section (§54957.6).**

**Closed session ended at 9:55 pm**

**Open session re-opened at 9:56 pm**

- a) **The Board discussed Tank Farm easement lines and correspondence;**
- b) **General Managers’ Performance Evaluation was completed and will be reviewed with the GM, followed by Board discussion and/or action for Compensation adjustment December 19, 2017 regular meeting.**

**11. Meeting Adjournment**

**There being no further business to conduct at this time, Board President James Kentosh adjourned the meeting at 10:56 PM.**

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**President**

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**Secretary**