

**MIDWAY HEIGHTS COUNTY WATER DISTRICT**

**Regular Board Meeting Minutes**

November 18, 2021, 6:00 P.M. at District Office  
16733 Placer Hills Road, Meadow Vista CA. 95722

**I. CALL TO ORDER**

President Goodwin called the meeting to order at approximately 6:00 PM.

**II. ROLL CALL**

**DIRECTORS PRESENT:** Richard Goodwin, President  
Don Rushton, Vice-President  
Jim Mehl, District Treasurer  
Craig Stone, ACWA/JPIA Representative  
Pauline Nevins, CSDA Representative

**DIRECTORS ABSENT:** None

**OTHERS PRESENT:** Robert Brown, Field Manager  
Nathan Longly, Water Utility Maintenance Worker II

**MEMBERS OF THE PUBLIC:** Tracy Langlands  
Dianne Tiffany

**III. REVIEW AND APPROVAL OF MINUTES**

**M/S Jim Mehl/ Pauline Nevins** to accept the October 21, 2021 minutes as written.

Richard Goodwin	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Absent	<input type="checkbox"/>	Abstain	<input type="checkbox"/>
Jim Mehl	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Absent	<input type="checkbox"/>	Abstain	<input type="checkbox"/>
Pauline Nevins	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Absent	<input type="checkbox"/>	Abstain	<input type="checkbox"/>
Donald Rushton	Aye	<input type="checkbox"/>	Nay	<input type="checkbox"/>	Absent	<input type="checkbox"/>	Abstain	<input checked="" type="checkbox"/>
Craig Stone	Aye	<input type="checkbox"/>	Nay	<input type="checkbox"/>	Absent	<input type="checkbox"/>	Abstain	<input checked="" type="checkbox"/>

Board Totals	Aye	3	Nay	<input type="checkbox"/>	Absent	<input type="checkbox"/>	Abstain	2
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Passed Unanimously: Yes

**IV. PUBLIC FORUM**

Tracy Langlands addressed the Board in regard to a lack of progress on the strategic plan and questioned why the Board was holding the meeting in the absence of the general manager.

## **V. GENERAL BUSINESS**

### **A. CONSENT CALENDAR**

1. **DIRECTORS REPORTS - none.**
2. **MISCELLANEOUS INFORMATION AND CORRESPONDENCE - none.**

### **B. BRIEFINGS RE: JPIA AND CSDA CURRENT EVENTS**

Director Stone questioned why this item needs to be on the agenda. Director Rushton and Director Nevins stated that they had visited the CSDA web site concerning strategic planning training.

### **C. DISCUSSION AND ACTION RE: STRATEGIC PLANNING.**

The Ad-hoc Committee has met 4 times: 9/22; 9/30; 11/10; 11/16.

Ad-hoc member Director Nevins presented a summary of activities of the committee to date:

- Developed a work plan to produce the Ad-Committee Scope statement deliverables.
- Drafted letter to PCWA to redo adjustment to Grant Agreement.
- Requested and reviewed Strategic Planning documents from prior Board Meetings provided by the General Manager (Material spanned 8 years beginning June 2013) .
- Discussed consultant recruitment. General Manager to provide input.
- Developed a Request for Proposal and a Draft Statement of Strategic Goals and Sample Objectives for presentation to the Board at the next meeting.
- Note: Plan to meet with the General Manager in December to provide him an opportunity for feedback on the committee's next Board meeting package, and to discuss next steps.

Director Stone voiced his concern about the financial risk exposure to the District by using the intellectual property from Elyon Strategies to move forward with the plan without involving Elyon Strategies. The work done by Elyon Strategies was used to secure the grant for the plan.

Director Rushton suggested having the attorney review the risk to the District.

Director Mehl wanted to see a written proposal before going to the attorney. Director Mehl commented that the FAP Strategic Plan Grant from PCWA does not require that the District select Elyon to perform the project.

Board President Goodwin stated that he would contact the attorney to investigate the cost and have this issue on the next agenda.

### **D. FIELD REPORT**

Field Manager Robert Brown presented the field report to the Board.

### **E. GENERAL MANAGERS REPORT**

Nathan Longly, Water Utility Maintenance Worker II, did a presentation on a draft of the District's new web site which he is working on. The Board is to review the draft web site and give feedback at the next meeting. Mr. Brown and Mr. Longly discussed the General Manager's bullet points. Director Rushton complimented the staff on a job well done. He also complimented Director Nevins on her research on finding a new web site provider and the recommendation to use Streamline.

**VI. FINANCIAL.**

**A. TREASURER'S REPORT - APPROVAL OF ACCOUNT TRANSFERS AND BILLS PAID**

Board Treasurer Mehl reported that fuel and electrical cost will probably have to be increased in the budget. Additionally, the six-month budget review will be coming up in February.

M/S Don Rushton/Richard Goodwin to accept the report.

Richard Goodwin	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Absent	<input type="checkbox"/>	Abstain	<input type="checkbox"/>
Jim Mehl	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Absent	<input type="checkbox"/>	Abstain	<input type="checkbox"/>
Pauline Nevins	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Absent	<input type="checkbox"/>	Abstain	<input type="checkbox"/>
Donald Rushton	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Absent	<input type="checkbox"/>	Abstain	<input type="checkbox"/>
Craig Stone	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Absent	<input type="checkbox"/>	Abstain	<input type="checkbox"/>
Board Totals	Aye	<input type="text" value="5"/>	Nay	<input type="text"/>	Absent	<input type="text"/>	Abstain	<input type="text"/>
Passed Unanimously:	Yes	<input checked="" type="checkbox"/>						

**VII. GENERAL DISCUSSION AND CALENDAR REVIEW**

The Board wanted to make the budget process a priority and to have it on the December agenda.

**VII. ANNOUNCEMENT OF NEXT REGULAR MEETING DATE & TIME**

The next regular meeting date is set for December 16, 2021, at 6 P.M.

**IX. ADJOURNMENT**

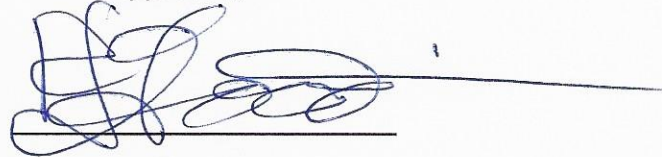
President Goodwin adjourned the meeting at 7:15 P.M.

Respectfully Submitted,



Jason Tiffany  
Secretary to the Board

Approved,



Richard Goodwin  
President of the Board

Midway Heights County Water District

Dated: 1-20-22

Midway Heights County Water District  
All Attachments, Ordinances, Resolutions, Policies, etc. are on file with Midway Heights County  
Water District.  
Copies are available upon request.