

MIDWAY HEIGHTS COUNTY WATER DISTRICT

Regular Board Meeting Minutes

June 15, 2023, 2:00 p.m. at District Office
16733 Placer Hills Road, Meadow Vista CA. 95722

I. CALL TO ORDER

President Nevins called the meeting to order at 2:00 p.m.

II. ROLL CALL

DIRECTORS PRESENT: Pauline Nevins, President
Richard Goodwin, Vice-President
Tom Kane, Director & ACWA/JPIA Rep.
Ronald Tucker, Director & CSDA Rep.
Vacant, Board Treasurer

DIRECTORS ABSENT: None

OTHERS PRESENT: Jason Tiffany, GM and Board Secretary
Robert Brown, Field Manager, MHCWD

MEMBERS OF THE PUBLIC: Trish Whitehill

III. REVIEW AND APPROVAL OF MINUTES

M/S Tom Kane/Richard Goodwin to accept the May 18, 2023, Regular Meeting minutes, as amended.

Table with 5 columns: Name, Aye, Nay, Abstain, Absent. Rows include Pauline Nevins, Richard Goodwin, Tom Kane, Ron Tucker, and Vacant.

Board Totals: Ayes 4 Nays Abstain Absent 1

Motion Result: Passed X Failed

IV. PUBLIC FORUM

Customer Whitehill addressed the Board concerning a water main repair on her property and the cost associated with the repair. The President advised her to meet with the General Manager and attempt to resolve any issues.

V. GENERAL BUSINESS

A. UPDATE BY DANE WADLE, FIELD COORDINATOR FOR CALIFORNIA SPECIAL DISTRICTS ASSOCIATION (CSDA)

No update; Mr. Wadle was not at the meeting.

B. DISCUSSION AND ACTION RE: REVISION OF PROCEDURE FOR COLA CALCULATION

M/S Tom Kane/Ronald Tucker to approve amending the COLA calculation to a minimum of 2% and a maximum of 5%.

Pauline Nevins	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Abstain	<input type="checkbox"/>	Absent	<input type="checkbox"/>
Richard Goodwin	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Abstain	<input type="checkbox"/>	Absent	<input type="checkbox"/>
Tom Kane	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Abstain	<input type="checkbox"/>	Absent	<input type="checkbox"/>
Ron Tucker	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Abstain	<input type="checkbox"/>	Absent	<input type="checkbox"/>
Vacant	Aye	<input type="checkbox"/>	Nay	<input type="checkbox"/>	Abstain	<input type="checkbox"/>	Absent	<input checked="" type="checkbox"/>

Board Totals: Ayes Nays Abstain Absent

Motion Result: Passed Failed

C. DISCUSSION AND ACTION RE: CONSIDERATION OF STUDY FOR WATER CONNECTION FEES

M/S Tom Kane/Richard Goodwin to table consideration of the connection fee study pending results of grant submissions to PCWA to cover costs of both a connection fee study and a cost of services study.

Pauline Nevins	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Abstain	<input type="checkbox"/>	Absent	<input type="checkbox"/>
Richard Goodwin	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Abstain	<input type="checkbox"/>	Absent	<input type="checkbox"/>
Tom Kane	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Abstain	<input type="checkbox"/>	Absent	<input type="checkbox"/>
Ron Tucker	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Abstain	<input type="checkbox"/>	Absent	<input type="checkbox"/>
Vacant	Aye	<input type="checkbox"/>	Nay	<input type="checkbox"/>	Abstain	<input type="checkbox"/>	Absent	<input checked="" type="checkbox"/>

Board Totals: Ayes Nays Abstain Absent

Motion Result: Passed Failed

D. FIELD REPORT

The Board reviewed the report as provided in the Board packet and as presented by District Field Manager Robert Brown.

E. GENERAL MANAGERS REPORT

The GM discussed the following topics:

- Consolidation Exploration Letter submitted to PCWA
- Hillsdale Project to start at end of July/start of August
- Update on two vacant District employee positions. Interviews scheduled for July.
- Update on PCWA grant reimbursements. Three invoices submitted totaling \$169,106.08.
- Board Reviewed draft of June District Newsletter.
- GM Management Continuity Report pending.

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

M/S Richard Goodwin/ Pauline Nevins to accept the report for May 2023.

Pauline Nevins	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Abstain	<input type="checkbox"/>	Absent	<input type="checkbox"/>
Richard Goodwin	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Abstain	<input type="checkbox"/>	Absent	<input type="checkbox"/>
Tom Kane	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Abstain	<input type="checkbox"/>	Absent	<input type="checkbox"/>
Ron Tucker	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Abstain	<input type="checkbox"/>	Absent	<input type="checkbox"/>
Vacant	Aye	<input type="checkbox"/>	Nay	<input type="checkbox"/>	Abstain	<input type="checkbox"/>	Absent	<input checked="" type="checkbox"/>
Board Totals:	Ayes	<input type="text" value="4"/>	Nays	<input type="text" value=""/>	Abstain	<input type="text" value=""/>	Absent	<input type="text" value="1"/>

Motion Result: Passed Failed

VI. GENERAL DISCUSSION AND CALENDAR REVIEW

The Board and staff discussed future agenda items.

Updated list of potential agenda items:

- Compensation for Field Manager for temporarily assuming additional duties.
- Election of Board Officers to fill vacant Treasurer position.
- Appointment of a new Director to fill vacant Board seat.
- Document Retention Policy.
- Scope of Public Information accessible via the Website.
- Adoption of Rosenberg’s Rules of Order.

VII. ANNOUNCEMENT OF NEXT REGULAR MEETING DATE & TIME

The next regular meeting is set for July 20, 2023, at 2:00 p.m. at the District Office.


VIII. ADJOURNMENT

President Nevins adjourned the meeting at 3:33 p.m.

Respectfully Submitted,



Jason Tiffany
Secretary to the Board

Approved,


Pauline Nevins
President of the Board
Dated: 7/20/23

Midway Heights County Water District
All cited Attachments, Ordinances, Resolutions, and Policies are public information and are on file with the District. Copies are available upon request at the District Office.