



**REGULAR MEETING OF THE BOARD OF DIRECTORS
DEL PASO MANOR WATER DISTRICT**

MINUTES

**February 21, 2023 6:00 PM
1817 Maryal Drive, Suite 300, Sacramento 95864**

1. CALL TO ORDER:

President Saunders called the meeting to order at 6:02 p.m.

2. ROLL CALL:

Directors Present: President Ryan Saunders, Carl Dolk, Bob Matteoli, and Gwynne Pratt

Directors Absent: David Ross

Staff Present: General Manager Alan Gardner
Office Manager Victoria Hoppe
Field Manager Mike Jenner
Certified Public Accountant Robert Merritt
Assistant Legal Counsel Schuyler Campbell

A quorum of the Board was present.

3. ADOPTION OF AGENDA: Members may pull an item from the agenda.

Director Dolk made a motion to adopt the agenda. The motion was seconded by Director Pratt. The agenda was adopted on a 4 Yes/0 No/1 Absent (Ross) roll call vote.

4. PUBLIC COMMENTS: The Board of Directors welcomes participation at these meetings. Matters under the jurisdiction of the Board that are not posted on the agenda may be addressed by the public, California law prohibits the Board from acting on any matter which is not on the posted agenda, unless the members determines that it is an emergency or other situation specified in Government Code Section 54954.2. Public comments are limited to five (5) minutes per individual. Please make your comments directly to the DPMWD Chair. Comments will be accepted via teleconference and in writing.

(0:02 minute)

President Saunders called for public comment.

Trish Harrington requested a report on the Prop 218 process and from Renne.

Roy Wilson stated there is no clear understanding of the Prop 218 costs.

Seeing no further comments, President Saunders closed public comment.

5. CONSENT CALENDAR: All items under Consent Calendar will be considered together by one action of the Board, any Member or members of the public may request that an item be removed and considered separately.

(0:06 minute)

Item 5.A: Approval of Warrants and Payroll

President Saunders called for public comment.

Trish Harrington inquired on expenditures. General Manager Gardner and Field Manager Jenner responded to the inquires.

Seeing no further comments, President Saunders closed public comment.

Director Dolk made a motion to adopt item 5.A. The motion was seconded by Director Pratt. The motion was approved on a 4 Yes/0 No/1 Absent (Ross) roll call vote.

6. PUBLIC HEARING:

There were no Public Hearing items to consider.

7. OLD BUSINESS:

There were no Old Business items to consider.

8. NEW BUSINESS:

Item 8.A: Budget to Actuals

(0:10 minutes)

Certified Public Accountant Merritt presented the staff report and fielded questions from the Directors.

President Saunders called for public comment.

Trish Harrington inquired on revenue from selling the truck.

Roy Wilson inquired on the interties.

General Manager Gardner fielded questions from public comment.

Seeing no further comment, President Saunders closed public comment.

Item 8.B: Attendance at the Association of California Water Agencies ("ACWA") Conferences

(0:28 minutes)

Directors shared their interest or ability to attend the conferences as follows:

- Director Dolk – interest in attend the spring conference in Monterey.
- Director Matteoli – interest in attending both conferences in Monterey and Indian Wells.
- Director Pratt – interest in attending both conferences in Monterey and Indian Wells.
- Director Ross – interest in attending both conferences in Monterey and Indian Wells (President Saunders reported on his behalf).
- President Saunders – no interest in attending either.

President Saunders called for public comment.

Roy Wilson stated his support for this item.

Seeing no further comment, President Saunders closed public comment.

Director Pratt made a motion to support all Directors attend the conferences as noted. The motion was seconded by Director Matteoli. The motion was approved on a 4 Yes/0 No/1 Absent (Ross) roll call vote.

Item 8.C: Report to the Board on District Payment of the GM's Oregon State Bar (OSB) Fee

(0:43 minutes)

General Manager Gardner presented the staff report and fielded questions from the Directors.

Discussion commenced on the relevance and benefit to the District of the OSB license.

President Saunders called for public comment.

Trish Harrington expressed concern and did not support payment by the District.

Roy Wilson expressed concern and did not support payment by the District.

Carol Rose expressed concern and did not support payment by the District.

Seeing no further comment, President Saunders closed public comment.

Discussions commenced and General Manager fielded inquires from the public comments and Directors.

Director Dolk made a motion to approve the payment and not seek reimbursement. The motion failed for lack of second.

Director Pratt made a motion to place the decision on the next agenda and directed staff to report on the applicability of California Rule 9.46. The motion was seconded by Director Matteoli. The motion was approved on a 3 Yes/1 No (Dolk)/1 Absent (Ross) roll call vote.

Item 8.D: Amending the Del Paso Manor Water District Organization Chart
(1:20 minutes)

General Manager Gardner presented the staff report and fielded questions from the Directors.

President Saunders called for public comment.

Roy Wilson inquired on the purpose of an organization chart and budget impacts.

Seeing no further comment, President Saunders closed public comment.

Director Pratt made a motion to remove Office Assistant, leave the Field Supervisor and O&M Tech II until one of the two positions is filled, and then the vacant position be reconsidered by the Board at time the other position is filled. The motion was seconded by Director Dolk. The motion was approved on a 4 Yes/0 No/1 Absent (Ross) roll call vote.

Item 8.E: Consideration of a Public Relations Firms for Public Outreach and Education Pursuant to the District's Proposition 218 Process

(1:41 minutes)

General Manager Gardner presented the staff report.

Board of Directors asked Jon Barilone, Tripepi Smith Representative, questions.

President Saunders called for public comment.

Trish Harrington expressed concern with hiring Tripepi Smith.

Roy Wilson expressed concern with not having a good plan in place and not knowing the financial impacts of Prop 218.

Seeing no further comment, President Saunders closed public comment.

General Manager Gardner fielded inquires from public comments.

Director Pratt made a motion to approve an agreement with Tripepi Smith in an amount not to exceed \$60,000.00. The motion was seconded by Director Matteoli. The motion was approved on a 4 Yes/0 No/1 Absent (Ross) roll call vote.

Item 8.F: Verbal Report Update on DPMWD / SSWD 2x2
(2:08 minutes)

President Saunders provided an updated and requested input from the Directors on support for a joint Board Meeting. Director Matteoli stated he thought it was too soon for a joint meeting and the remaining Directors supported a joint meeting.

President Saunders called for public comment.

Roy Wilson noted concern for the 2x2 discussions.

Seeing no further comment, President Saunders closed public comment.

Director Pratt made a motion directing staff to begin working on setting up a joint meeting between DPMWD and SSWD. The motion was seconded by Director Dolk. The motion was approved on a 3 Yes/1 No (Matteoli)/1 Absent (Ross) roll call vote.

9. FIELD REPORT: Verbal report

February Field Report on Current and Upcoming Project was to be provided at the March 6, 2023 Regular Meeting.

10. DIRECTORS REPORT ON COMMITTEE MEETINGS: Verbal report

Director reports on committee meeting updates was to be provided at the March 6, 2023 regular meeting.

11. GENERAL MANAGER'S COMMENTS: Verbal report

Item 11.A: Advise of opportunity for CSDA board membership and procedure.
(2:29 minutes)

General Manager Gardner provided a report on agenda items and an update on general District matters and fielded questions from the Directors.

12. CLOSED SESSION:

Item 12.A: Public Employee Performance Evaluation pursuant to Gov. Code section 54957: General Manager

Item 12.B: Public Employee Discipline/Dismissal/Release pursuant to Gov. Code section 54957: General Manager

(2:42 minutes)

This item was heard out of order and after Item No. 13 Director's Comments.

President Saunders called for public comment. Seeing no one come forward, he closed the public comment.

President Saunders recessed the open session and convened the closed session at 8:46 p.m.

The open session reconvened at 10:16 p.m.

President Saunders reported the General Manager was placed on Administrative Leave and Office Manager Hoppe was appointed as Acting General Manager.

13. DIRECTORS' COMMENTS: Verbal information, non-action comments.

(2:36 minutes)

This item was heard out of order.

Directors reported on general matters.

14. FUTURE AGENDA REQUESTS: Directors can suggest topics they would like on future agendas
(2:36 minutes)

This item was heard out of order.

Director Dolk requested a report on Area D water.

15. ADJOURNMENT: Next Regular Board of Directors meeting is scheduled for March 6, 2023

Director Dolk made a motion to adjourn. Director Pratt seconded the motion. There being no further business, the Board of Directors meeting adjourned at 10:16 p.m.

APPROVAL:

ATTEST:

Ryan Saunders, President of the Board



Norma I. Alley, MMC, Clerk of the Board

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(2:36 minutes)

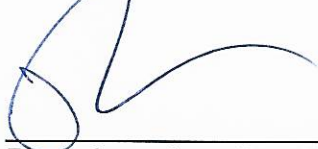
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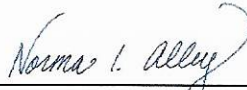
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