



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

**March 1, 2022 6:30 P.M.
1817 Maryal Drive, Suite 300, Sacramento 95864**

MINUTES

1. CALL TO ORDER:

The meeting was called to order at 6:30 p.m. by Chair Saunders.

2. ROLL CALL:

Directors Present: Dolk, Macias, Matteoli, Pratt, and Saunders
Staff Present: General Manager Gardner, Victoria Hoppe Office Manager,
Mike Jenner O&M Tech II – CC, Robert Merritt, CPA
Legal Counsel Present: Elena Pacheco

3. ADOPTION OF AGENDA: Members may pull items 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 5-0 roll call vote.

4. PUBLIC COMMENTS:

Chair Saunders called for public comments. No public comments were received.

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.

Upon call, Director Dolk requested to pull item 5E and Director Matteoli requested to pull items 5C and 5E to be taken up separately. Chair Saunders pulled item 5B. There was no response to the call for public comments

Item 5.A.

Approve Resolution of the Board of Directors of the Del Paso Manor Water District and on behalf of Commissions and Committees created by the Board of Directors pursuant to Government Code section 54952(b) authorizing the Board's continued use of teleconference meetings in compliance with Assembly Bill 361 to continue to allow members of the public to safely participate in local government meetings.

Item 5.D.

Approve Minutes of the February 17, 2022 Meeting

Director Dolk made a motion to approve the remainder of the Consent Calendar (Items 5.A and 5.D). The motion was seconded by Director Macias. The motion passed on a 5-0 roll call vote.

ITEMS PULLED FROM THE CONSENT AGENDA FOR SEPARATE CONSIDERATION

Item 5.B.

Approval of Minutes of the January 27, 2022 Meeting

In response to Chair Saunders, General Manager Gardner confirmed that the following sentence on page two of the January 27, 2022 minutes should be corrected as follows: The Consumer Confidence Reports (CCRs) should be completed and distributed to consumers by July 1, 2022 for the water quality data from January 1 – December 31, 2021.

Additionally, the following sentence on page 2 should be corrected as follows: Once the report is issued on July 1, 2022, they have to certify with the Division of Drinking Water by October 1, 2022.

Chair Saunders corrected page 3 of the minutes to remove the close quotation and punctuation as follows: She stated that staff has continued to review responsive information and an Adhoc committee (President Saunders and Director Matteoli) have been helping to prepare responses and provide input. "

Office Manager Hoppe noted that the date in the footer of the minutes should be changed from January 4, 2022 to January 27, 2022. There were no public comments.

Director Pratt made a motion to approve the January 27, 2022 meeting minutes as corrected. Director Dolk seconded the motion. The motion passed on a 5-0 roll call vote.

Item 5.C.

Approval of Minutes of the February 1, 2022 Meeting

Office Manager Hoppe noted that the spelling of the name on page 4 of the minutes should be corrected from “Herrington” to “Harrington.” There were no public comments.

Director Dolk moved to approve the minutes with the correction. Director Pratt seconded the motion. The motion passed on a 5-0 roll call vote.

Item 5.E.

Approval of Warrants and Payroll

Staff responded to Directors questions. There were no public comments.

Director Dolk moved to approve the Warrants and Payroll as submitted. Director Macias seconded the motion. The motion passed on a 5-0 roll call vote.

6. PUBLIC HEARING: None

7. OLD BUSINESS: None

8. NEW BUSINESS:

Item 8A.

Discussion and Action to Grant a COLA Increase to All Salary Bands

General Manager Gardner clarified that no cost-of-living adjustments (COLA) have been granted since 2018. However, a COLA was approved in 2017 that was paid in 2018. There were no public comments. General Manager Gardner responded to the Director’s questions.

Director Pratt moved to approve Resolution 22-0301-2 to authorize a COLA increase for all District staff except the General Manager position. Director Macias seconded the motion. The motion passed on 5-0 roll call vote.

Item 8.B.

Budget to Actuals

General Manager Gardner recommended that the Board consider appointing a budget committee. There were no public comments. Director Dolk relayed a ratepayer's desire to have expenses itemized for each well.

Item 8.C.

County Notification to Prepare for November 8, 2022 Election

General Manager Gardner provided an overview of the upcoming election requirements. Legal Counsel Pacheco stated a resolution must be submitted before July 6, 2022. There were no public comments. No action was taken on this item.

9. FIELD REPORT: Verbal report

Item 9.A.

Field Report on Current and Upcoming Project

O&M Tech II/CC Jenner presented his report. There were no public comments.

10. GENERAL MANAGERS COMMENTS: Verbal report

General Manager Gardner reported on the Water Forum meetings, his meeting with Dan York of the Sacramento Suburban Water District, and task completion and status to date.

11. DIRECTORS COMMENTS: Verbal information, non-action comments

Item 11.A. Presentation by President Saunders

President Saunders presented a commendation to Mike Jenner for his outstanding service. Directors commended Mr. Jenner and thanked staff, counsel, and the Board for their service.

Director Matteoli asked for a policy and procedure published on how (rate payers) comments may be memorialized and searchable, as well as any District response. He would like housekeeping bills to be signed by both the General Manager and a Board Director, and non-housekeeping bills to be signed by two Directors. Chair Saunders requested staff to return with a response to Director Matteoli.

Director Pratt reported on her meeting with the Executive Director of Water Forum.

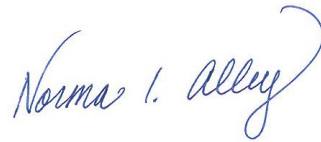
Director Matteoli reported on the SGA meeting he attended.

12. ADJOURNMENT: Next Regular Board of Directors meeting is scheduled for April 5th, 2022

Director Dolk made a motion to adjourn. Director Macias seconded the motion. The meeting was adjourned at 8:43 p.m. by consensus.

APPROVAL:

ATTEST:



Ryan Saunders, President of the Board

Norma I. Alley, Clerk of the Board

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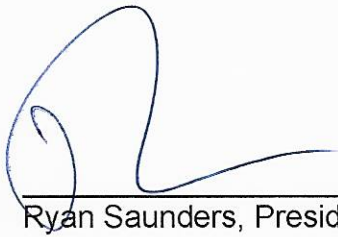
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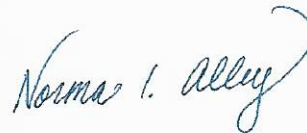
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