



Hidden Valley Lake Community Services District

Regular Board Meeting Minutes

DATE: February 19, 2013
TIME: 7:00 p.m.
PLACE: Hidden Valley Lake CSD
Administration Office, Boardroom
19400 Hartmann Road
Hidden Valley Lake, CA

1) CALL TO ORDER:

Meeting of the Hidden Valley Lake Community Services District Board of Directors called to order on February 19, 2013 at the hour of 7:00 p.m. by President Mirbegian at 19400 Hartmann Road, Hidden Valley Lake, California.

2) PLEDGE OF ALLEGIANCE:

3) ROLL CALL:

Present – Directors Freeman, Graham, Herndon, Lieberman, and Mirbegian. Also present: Roland Sanford, General Manager and Tami Ipsen Administrative Assistant.

4) APPROVAL OF AGENDA:

Director Herndon moved, Director Lieberman seconded to approve the February 19, 2013 agenda.

Motion approved by unanimous vote.

5) APPROVAL OF CONSENT CALENDAR:

- B. WARRANTS: Approved warrants #030589 - #030656 for \$295,385.93.
- C. SPRING HAS SPRUNG 5K/10K RUN SPONSORSHIP: Authorize District's partial sponsorship of Spring Has Sprung event and approve purchase of t-shirts and water bottles – total cost not to exceed \$2,500

General Manager Roland Sanford requested to remove agenda item 5A (minutes) from the Consent Calendar for further discussion.

Director Lieberman moved, Director Graham seconded to approve Consent Calendar agenda items 5B (warrants) and 5C (Spring Has Sprung 5k/10k run sponsorship).

Motion approved by unanimous vote.

- A. MINUTES: Approval of the Board of Directors Minutes for the January 15, 2013 regular board meeting and the January 29, 2013 special meeting is recommended

Director Lieberman moved, Director Herndon seconded to approve item 5A (minutes), that was pulled from the Consent Calendar, with the following corrections to the January 15, 2013 regular board meeting minutes:

Page Two, Line 31, under Agenda Item #10 to read, "After discussion and declined nominations from Directors Lieberman, Herndon and Graham, a nomination was accepted by Director Freeman for Vice President of the Board.

Page Three, Line 5, under Agenda Item #11 to read, Director Mirbegian stated that the committee chairs and Board members committee assignments for 2013 would remain the same as in 2012.

There were no corrections to the January 29, 2013 Special Meeting minutes.

Motion approved by unanimous vote.

6) BOARD COMMITTEE REPORTS:

Personnel Committee – Director Herndon stated, although not reflected in the January 31, 2013 Personnel Committee report, the committee felt Agenda Item #6. Staffing and Compensation Plan should be discussed as part of the strategic planning effort.

Finance Committee Report – Director Mirbegian reported there is a Finance Committee meeting scheduled for February 21, 2013

Security and Disaster Preparedness Program Committee – There was no report.

7) BOARD MEMBER ATTENDEES AT OTHER MEETINGS:

Director Mirbegian reported on the ACWA Region 1 meeting, updating the Board on Region 1 activities, including continuation of the “Take It From The Tap” public outreach program.

Director Herndon reported on the ACWA Legislative Committee; its purpose and pending legislation.

Director Lieberman reported on the Lake County OES Area committee meeting held on January 17, 2013. Among items discussed were communication repeaters, reorganization of the committee, and future table top exercises.

8) STAFF REPORTS:

Accountant/Controller's Finance and Investment Report

Report enclosed in board packet. Mr. Sanford had nothing to add to the written report.

General Manager's Report:

In addition to his written report, General Manager Roland Sanford noted three additional points that within the water industry and associated political circles; there has been discussion of bringing the long awaited Water Bond to vote in 2014, updating the District's Sewer System Management Plan, and prioritizing current projects that staff is working on.

9) PUBLIC HEARING to consider placement of default balance liens on real property pursuant to Government Code Section 61115

The hearing was opened at 8:03 p.m. There were no letters of concern submitted or property owners present to discuss the proposed liens to the Board of Directors. The hearing was closed at 8:04 p.m.

10) DISCUSSION AND POSSIBLE ACTION: Resolution confirming default balances and directing staff to file liens on real property

Director Graham moved, and Director Herndon seconded to approve Resolution 2013-03, A Resolution of the Board of Directors of the Hidden Valley Lake Community Services District Confirming the Default Balance Associated with the Defaulting Bill Listed in Exhibit A and Directing Staff to File a Lien on Said Property

Motion approved by unanimous vote.

11) DISCUSSION AND POSSIBLE ACTION: Rejection of Mizono sewer lateral claim

A recommendation to reject the Mizono claim from the District's liability insurance agent, Special District Risk Management Authority and investigation was provided in the Board of Directors' packets for review.

Director Herndon moved, Director Lieberman seconded to reject the Mizono claim.

Motion approved by unanimous vote.

- 12) DISCUSSION AND POSSIBLE ACTION: Board member assignments and representation on District and regional standing committees

Director Mirbegian reminded the standing committees to complete their respective reviews of the various compiled policies in the CSDA Sample Policy Handbook, and reorganized the Finance and Personnel committees. As of March 1, 2013 Directors Freeman and Graham will serve on the Finance Committee and Directors Mirbegian and Herndon will serve on the Personnel Committee. All standing committees Finance, Personnel and Security and Disaster Preparedness Program will be co-chaired, and staff will distribute all future committee agendas to all five Board of Directors.

Director Mirbegian asked what method of reporting regional committee meetings the Board of Directors would prefer. The general consensus was to provide a written report with an option to add something orally if desired to the submitted written report.

- 13) INFORMATIONAL PRESENTATION: Impact of "Inflow and Infiltration" on sewer operations

Mr. Sanford and Dave Burns, Wastewater Lead Operator gave a brief PowerPoint presentation on the impacts of infiltration and inflow to the District sewer system and operations.

- 14) PUBLIC COMMENTS:

Property owner commented that the Upper Putah Creek Stewardship group meetings are now held on the 2nd Wednesday of the month at the Senior Center in Middletown, and the Caltrans meeting regarding Hwy 29 Feasibility Study from Napa County line to Lower Lake.

- 15) BOARD MEMBER COMMENT:

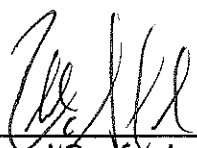
Director Freeman stated he is on the Tourism Advisory Board for Middletown.

- 16) CLOSED SESSION: Government Code Section 54957 (b) (1) Public Employee Title: General Manager position – discussion re: performance/evaluation


The Board went into Closed Session at 9:29 p.m. and came out of Closed Session at 9:32 p.m.

Director Mirbegian stated there was no reportable action taken in Closed Session.

- 17) ADJOURNMENT: The meeting was adjourned at 9:33 p.m. on motion by Director Herndon, seconded by Director Lieberman, and unanimously carried.

 3-19-13

Roland Sanford Date
General Manager/Secretary to the

Board
 3/19/13

Judy Mirbegian Date
President of the Board