



**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS MEETING MINUTES
MEETING DATE: Tuesday, January 18, 2022– 7:00 PM**

The Hidden Valley Lake Community Services District Board of Directors met this evening at the District office located at 19400 Hartmann Road, in Hidden Valley Lake, California.

Directors Present:

Director Jim Freeman, President
Director Gary Graves, Vice President
Director Claude Brown
Director Jim Lieberman
Director Sean Millerick

Staff Present:

Administrative Services Manager, Penny Cuadras
Accounting Supervisor, Trish Wilkinson
Project Manager, Alyssa Gordon
Water Resources Specialist, Hannah Davidson
Utility Supervisor, Barry Silva

Absent:

General Manager, Dennis White

CALL TO ORDER

The meeting was called to order at 7:03 p.m. by Director Freeman.

APPROVAL OF AGENDA

It was moved by Director Graves, seconded by Director Millerick, to table item 16 and approve the January 18, 2022, Regular Board Agenda as amended.

Roll Call Vote:

AYES: (5) Directors, Brown, Graves, Lieberman, Millerick and Freeman

NAYS: (0)

ABSTAIN: (0)

ABSENT: (0)

Motion carries to approve January 18, 2022, Regular Board Agenda as amended.

BOARD OF DIRECTORS NOMINATION AND ELECTION OF OFFICERS

Election of the Vice President for the 2022 calendar year

Director Brown was nominated by Director Freeman, no other nominees. Seconded by Director Graves, nomination for Vice President for the 2022 calendar year accepted by Director Brown

Election of the Board President for the 2022 calendar year

Director Graves was nominated by Director Lieberman, no other nominees, closed the nomination. Seconded by Director Freeman, nomination for President for the 2022 calendar year accepted by Director Graves.

Roll Call Vote:

AYES: (5) Directors, Brown, Freeman, Lieberman, Millerick and Graves

NAYS: (0)
ABSTAIN: (0)
ABSENT: (0)

Motion carries, gavel passed to Director Graves, President for the 2022 calendar year.

APPOINTMENT OF BOARD MEMBERS TO STANDING AND/OR AD-HOC COMMITTEES FOR THE 2022 CALENDAR YEAR

President Graves recommended committees remain as appointed. Director Brown suggests changing the Valley Oaks sub-committee to an Ad Hoc Committee. Director Millerick moved to keep the appointments as recommended with the change of the Valley Oaks sub-committee to an Ad Hoc. Seconded by Director Freeman.

Finance Committee – Directors Freeman and Graves
Personnel Committee- Directors Brown and Millerick
Emergency Preparedness Committee – Director Lieberman
Lake Water Use Ad-HOC Committee – Director Lieberman
Valley Oaks Project Sub-Committee – Director Brown
Trane Energy Resilience Ad-Hoc Committee – Director Brown and Graves

Roll Call Vote:

AYES: (5) Directors, Brown, Freeman, Lieberman, Millerick and Graves

NAYS: (0)

ABSTAIN: (0)

ABSENT: (0)

Motion carries, to keep the Committee appointments as recommended with the change of the Valley Oaks sub-committee to an Ad Hoc.

CONSENT CALENDAR

It was moved by Director Lieberman and seconded by Director Millerick to approve the Consent Calendar as presented.

(A) MINUTES: Approval of the December 14, 2021, Finance Committee Meeting Minutes.

(B) MINUTES: Approval of the December 15, 2021, Emergency Preparedness Committee Meeting Minutes.

(C) MINUTES: Approval of the December 21, 2021, Regular Board of Directors Meeting Minutes.

(D) DISBURSEMENTS: Check # 038749 - #038851 including drafts and payroll for a total of \$424,159.51.

No Further Discussion.

No Public Comment.

Roll Call Vote:

AYES: (5) Directors Brown, Freeman, Lieberman, Millerick and Graves

NAYS: (0)

ABSTAIN: (0)

ABSENT: (0)

Motion carries to approve the Consent Calendar as presented.

BOARD COMMITTEE REPORTS

Finance Committee: Met 1/11 Committee will report as addressed on the agenda

Personnel Committee: Cancelled

Emergency Preparedness Committee: Have not met
Lake Water Use Agreement-Ad Hoc Committee: Scheduled to meet in February
Valley Oaks Sub-Committee: Have not met
Trane Energy Resilience Ad Hoc Committee: Have not met

STAFF REPORTS

Financial Report: Discussed delinquent accounts. Board suggests staff provide additional notice to delinquent customers with primary ROBO call on 2/2.

Administration/Customer Services Report:

Field Operation Report:

ACWA State Legislative Committee: Update provided by Hannah Davidson

Projects Update: Update provided by Alyssa Gordon

General Manager Report: Report provided by Utility Supervisor of mainline break on Moon Ridge on January 15, 2022.

Public Comment: Property owner where mainline break occurred expressed appreciation for field staff commitment to repair the break throughout the night. Staff did a good job of fencing the area. Property owner expressed concern with the location of the mainline on her property and requested the mainline be removed from her property.

Public Comment: Original property owner stated the original builder moved the lot markers when the house was built, had additional survey completed and the lot line was five feet off.

Director Brown asked that alternate water source be available to customers during interruption to service due to mainline breaks. Director Graves request item be added to the February agenda for additional discussion.

DISCUSSION AND POSSIBLE ACTION:

Discussion of I&I Project Progress

Update provided by Alyssa Gordon, Project Manager

DISCUSSION AND POSSIBLE ACTION:

Discussion of Unit 9 Tank Project Progress

Update provided by Alyssa Gordon, Project Manager

DISCUSSION AND POSSIBLE ACTION:

Approve Policy C-19 2022 Exclusion Pay Related to Exposure to COVID-19 in the Workplace

Director Millerick moved to approve Policy C-19 2022 Exclusion Pay Related to Exposure to COVID-19 in the Workplace. Seconded by Director Lieberman.

The Board directed staff to add discussion of mandatory vaccinations to the February agenda.

No further Discussion

Roll Call Vote:

AYES: (4) Directors Freeman, Lieberman, Millerick and Graves

NAYS: (1) Director Brown

ABSTAIN: (0)

ABSENT: (0)

Motion carries, to approve Policy C-19 2022 Exclusion Pay Related to Exposure to COVID-19 in the Workplace.

DISCUSSION AND POSSIBLE ACTION:

Approve Resolution 2022-01 Authorizing Remote Teleconference Meetings of Hidden Valley Lake Community Services District for the Period of February 15, 2022, Through March 15, 2022, Pursuant to Brown Act Provisions

Director Lieberman moved to approve Resolution 2022-01 Authorizing Remote Teleconference Meetings of Hidden Valley Lake Community Services District for the Period of February 15, 2022, Through March 15, 2022, Pursuant to Brown Act Provisions. Seconded by Director Brown.

No further discussion

Roll Call Vote:

AYES: (5) Directors Brown, Freeman, Lieberman, Millerick and Graves

NAYS: (0)

ABSTAIN: (0)

ABSENT: (0)

Motion carries to approve Resolution 2022-01 Authorizing Remote Teleconference Meetings of Hidden Valley Lake Community Services District for the Period of February 15, 2022, Through March 15, 2022, Pursuant to Brown Act Provisions.

DISCUSSION AND POSSIBLE ACTION:

Authorize General Manager to execute allocation plans for Covid Relief funding

Tabled, return to Finance Committee to discuss an alternate proposal.

Public Comment: Member of the public expressed support in allocating premium pay to staff.

DISCUSSION AND POSSIBLE ACTION:

Review and Update Strategic Plan (30 minutes allotted for discussion)

Tabled

PUBLIC COMMENT

Member asked that the District prioritize the relocation of the 400 feet of pipe away from any structure.

Member of the public requests staff be more specific on acronyms and perhaps provide maps relative to the conversation.

Is the District taking measures to detect the amount of COVID in the wastewater, what is the cost?

The Board called for a 5-minute break at 9:25 p.m.

CLOSED SESSION ANNOUNCEMENT

The Board will adjourn to a Closed Session to discuss the following item(s):

Pursuant To California Government Code §54957 General Manager's Performance Evaluation Review

The Board moved into closed session at 9:32 p.m.

RECONVENE TO OPEN SESSION

The Board reconvened to open session at 9:57 p.m. No reportable action.

BOARD MEMBER COMMENT

Director Graves acknowledged staff for continued efforts and hard work.

ADJOURNMENT

On a motion made by Director Freeman and seconded by Director Millerick the Board voted unanimously to adjourn the meeting at 10:02 p.m.

Gary Graves 2/22/22
Gary Graves Date
President of the Board

Dennis White 2-17-22
Dennis White Date
General Manager, Secretary to the Board

