

**JUNE 13, 2022 MEETING
MINERAL COUNTY WATER DISTRICT
38292 SCENIC AVENUE
MINERAL, CA 96063**

ROLL CALL

Present were:

Vice President: Stephanie Dennis

Directors: Todd Goodman, Mi'kel Le Master & Lefty McClellan

Director Absent: None

Staff members: General Manager, John Frehse (left the meeting at 6:50 PM) and Secretary, Catherine Gasper.

Citizens: None

CALL TO ORDER

Vice President Dennis called the meeting to order at 6:33 p.m. The meeting was recorded by Gasper.

CITIZENS COMMENT

No Citizen Comments.

APPROVAL OF MINUTES:

Regular Meeting of May 09, 2022 M/S/U Goodman /Le Master to approve the minutes of the May 09, 2022 Regular Meeting {A copy is attached.}

REPORTS:

Safety

Frehse reported that all systems were in working order. Clearing roadway to plant is has progressed nicely.

Accounts Payable

MOTION

M/S/U Goodman / Le Master to approve to pay June Accounts Payable in the amount of \$2,881.31 {A copy is attached.}

GM Report

MOTION

M/S/U Dennis / McClellan to accept the General Manager Report. {A copy is attached.}

Secretary Report

MOTION

M/S/U Le Master / Goodman to accept the Secretary report. {A copy is attached.}

M/S/U Le Master / Goodman to change Water Shortage / Drought Contingency Plan Summary Stage III Red Flag to Stage III Orange Flag to help lessen confusion of stages.

M/S/U Goodman / Le Master to purchase a digital scanner and organize one of the upstairs office spaces to digitize and archive files for security purposes.

Past Due Accounts Receivable

MOTION

M/S/U Goodman / McClellan to accept the Past-Due Accounts Receivable for June in the amount \$3,386.84 {A copy is attached.}

Budget Review

MOTION

M/S/U Goodman / Le Master to accept the Budget Review and P & L Statement. {A copy is attached, along with June employee invoices for work done in May}.

UNFINISHED BUSINESS:

Martin Creek Plan

Test results from the well were postponed until July meeting as Frehse was called away from the meeting.

Review History of General Manager Position	Postponed until July meeting as General Manager Frehse was not able to be in attendance to discuss history of position and current changes that have arrived since revision. The new circuit rider has not responded to visitation request. Secretary is to send out another invitation to the new circuit rider.
Update GM Job Description	Discussion to be continued when General Manager Frehse is present to give current information and updates. Spreadsheet was issued to be looked over and discussed at July Meeting. Review of GM History and Update of GM description to be combined in the future as they are very closely tied together in detail.
Evaluation of Employee Handbook	The entire History, Update of Job Descriptions and Evaluation of Employee Handbook, to be discussed and revisited at the July 2022 meeting.
Budget Information	The approval of the 2022-2023 will be postponed until further information is obtained which effects the budget projections.

PROJECT REPORTS:

Status of Road Base Delivery	M/S/U Dennis / Goodman to move the status of the road base delivery to the Ongoing Project Report itself. Date of road base delivery for the MCWD office parking area and driveway is still to be determined based upon the completion of electrical power being brought to the shed itself. {see attached copy}
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NEW BUSINESS:

Electing New Board President	McClellan Nominated Dennis as the new Mineral County Water District President. M/S/U McClellan / Goodman to approve Stephanie Dennis as board president.
Goals for the new Fiscal Year	The board decided to purchase a digital scanner to help archive and provide another level of security for our important files and documents. The board decided to purchase a small refrigerator and microwave for use in the office. Status of the progress of these three purchases will be updated on the Project Report {see attached copy}

OTHER BUSINESS:

EXECUTIVE SESSION:	Executive Session to discuss Secretary evaluation and rate of pay. Secretary new rate of pay will be \$25.00/hour being July 1, 2022. GM evaluation and rate of pay/benefits will be carried over to the July Meeting when GM Frehse is able to attend.
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ADJOURN: President Dennis adjourned the meeting at 9:00 p.m.

Signed by President, Stephanie Dennis	July 11, 2022 Date
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