

FRAZIER PARK PUBLIC UTILITY DISTRICT
4020 Park Drive, P.O. Box 1525, Frazier Park, CA. 93225
Frazier Park - Lake of the Woods Area Annexation
REGULAR PLANNING MEETING MINUTES FOR THURSDAY, OCTOBER 24, 2019
6:00 PM

Garcia/Gipson 4/0/1 - Director Schoenberg Abstain
Minutes Approved on November 21, 2019

1. Call to Order: 6:11pm.

a. Pledge to the Flag.

b. Roll Call of Directors: Garcia, Gipson, and Neyman. Director Schoenberg absent. Director Kelling present as the chairperson.

Also present: Jonnie Allison, Linda Sheldon and Tiffany Matte.

2. Discussion/Vote/Adjust Agenda if Necessary - No change.

3. Public Comments. Present: Dee Jaspar, and two members of the public.

The public was given the opportunity to address the Board. Public comments are limited to five minutes.

4. Manager's Report.

General Manager (GM) Jonnie Allison updated the Board on the insurance claim for truck #226. The insurance company explained the damages to the front and rear bumpers are considered two separate accidents, and are subject to a \$500.00 deductible apiece. The front bumper will cost less than the deductible, and submitting a claim on the rear would cost \$500.00. If filing a claim with insurance does not increase monthly rates, the Board directed GM Allison to continue handling the repair through insurance.

The replacement audio recorder was only available as a kit with the hardware, software, and extra microphones. The cost was about \$850.00.

a. Administrative Assistant's Report.

Tiffany Matte reported she received, installed, and set up the new audio recorder. She also reminded the Board she will not be at the next Board meeting, but will be attending the CSDA Board Secretary/Clerk Conference.

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5. Accounts Payable and Financial Information.

Checks were cut for the regularly occurring invoices and reviewed by the Board for accuracy. The total disbursed was \$50,055.77.

Motion: Move that we pay our bills.

Neyman/Gipson 4/0/0, Motion Passed - Director Schoenberg absent.

6. Discussion/Vote/Sign Cross-Connection Control Agreement.

A quote for this agreement was approved at a previous meeting. The wording for the agreement is the same as the previous contract with Kern County, but now it is between the District and Cross-Connection Specialist Services.

Motion: Move that we approve and sign the contract with Cross-Connection Specialist Services for the Cross-Connection Services we need that the County is no longer going to be providing.

Garcia/Neyman 4/0/0, Motion Passed - Director Schoenberg absent.

7. Discussion/Vote on Well 5 Emergency Replacement Project.

Dee Jaspar reported the well design and specifications have been 100% completed. The plans and specs for the equipping portion is about 70% done. The equipping of the well happens after the well is drilled. Dee is still working with Tulare County to finalize the contract that will reimburse the District for the cost of the PER. The funds have been approved.

a. Discussion/Vote on USDA Well Grant/Loan Application.

The application will be submitted when the contracts are signed and the PER is finalized.

b. Discussion/Vote on Project PER.

The draft PER provided had the first set of changes recommended by the Board. The ad hoc committee reviewed this copy and gave their recommendations for additional changes to Dee Jaspar.

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c. IRWMP Contract and Application Funding Status.

Discussed during project summary.

8. Discussion/Vote on Meter Replacement Project.

a. Discussion/Vote on Project Application.

No update.

b. Discussion/Vote on Project PER.

Dee Jaspar will be updating the PER to reflect a 3% per year increase in the project cost. Joe Karkoski from the State is hopeful that when new funding is available in December, projects may be able to be consolidated and moved through his department faster.

Director Schoenberg arrived at 7:29pm.

9. Discussion/Vote on FP/LOW Consolidation Planning Project.

a. Update on Project Meeting Held October 17, 2019.

Tiffany Matte provided minutes summarizing the teleconference meeting with the State.

b. Test Well Site Location & Acquisition Update.

Dee Jaspar reported that yesterday he sent a letter to the owner of the third location identified for a possible test well.

Motion: Move that we hold off on the Discussion/Vote on the Contract, #9c, and instead go to item #10 on the agenda, which is the closed session.
Schoenberg/Neyman 4/0/1, Motion Passed - Director Gipson abstain.

10. CLOSED SESSION pursuant to Gov't Code §54957.

Conference with Legal Counsel - Anticipated Litigation. Gov't Code §54956.9(b):
1 item.

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Director Kelling announced closed session at 7:55pm.
Returned from closed session at 8:15pm.

Actions in Closed Session pursuant to Gov't Code §54957.1(a), §54957.7(b):
There was no reportable action in closed session.

9c. Discussion/Vote on Contract with Dee Jaspar. (Moved per adjustment of the agenda.)

Dave Warner reviewed the contract and made several changes. Those were incorporated into the draft, which was sent back for further review. Since the document needs approval from the State, it will be sent to them for comment, giving the Board and Dave Warner time to note any additional changes needed. A detailed cost estimate will be added as an amendment to the contract.

11. Discussion/Vote on Pipeline Replacement Project.

During GM Allison's meeting with Mr. Karkoski, the State asked about problems with the FPPUD water system. One of the biggest issues is the old, leaky water lines. What Mr. Karkoski recommended was starting the application process with the State because of the new funding that will be available in December. The goal would be to have multiple projects going on at the same time as the consolidation, so they could possibly be merged together into one large project.

Motion: Move that we start exploring and filling out whatever things we need to do with Self-Help in regard to a fourth project (the pipeline replacement project).
Schoenberg/Garcia 4/1/0, Motion Passed - Director Kelling "no".

The Board discussed options for engineers on this project. Dee Jaspar expressed that his firm would not have any problems adding another project to their workload. They also discussed that it would be to the District's advantage to continue working with one engineer who knows the system, and can put together a map with asbuilts.

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12. Discussion/Vote on Having an Employee Present to Operate the Live Stream and Recorder during Board Meetings.

This topic was brought up at the last meeting. GM Allison asked the Board if an additional employee could come in and help Tiffany run the audio recording and live stream during the meeting, so she can focus on her Clerk of the Board duties.

Motion: Move that we have another employee present to operate the live stream and recorder during board meetings as discussed.

Garcia/Schoenberg 3/2/0, Motion Passed.

Aye - Garcia, Neyman, Schoenberg.

No - Gipson, Kelling.

13. Discussion/Vote on Future Agenda Items.

Regular Meeting November 14, 2019:

- Carry over discussion/vote on a new USDA well grant/loan application.
- Carry over discussion/vote on the planning project.
- Carry over the discussion/vote on the meter replacement project.
- Add an agenda item to discuss changing board positions.

Regular Planning Meeting November 21, 2019.

14. Adjournment.

Motion: Move that we adjourn.

Neyman/Gipson 5/0/0, Motion Passed.

Meeting Adjourned: 9:00pm.

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At every regular meeting, the legislative body shall provide the public with an opportunity to directly address the body on any item of interest to the public before or during the legislative body's consideration of the item that is within the subject matter jurisdiction of the legislative body. (Brown Act Code Sec 54954.3(a)).



Tiffany Matte, Clerk of the Board



Attest: Lisa Schoenberg, Secretary

seal