

FRAZIER PARK PUBLIC UTILITY DISTRICT
4020 Park Drive, P.O. Box 1525, Frazier Park, CA. 93225
REGULAR MEETING MINUTES FOR THURSDAY, MARCH 14, 2019
6:00PM

Schoenberg/Gipson 4/0/1 - Director Garcia Abstain
Minutes Approved on April 11, 2019

1. Call to Order: 6:00pm.

a. Pledge to the Flag.

b. Roll Call of Directors: Gipson, Neyman and Schoenberg. Director Garcia absent. Director Kelling present as the chairperson.
Also present: Jonnie Allison, Linda Sheldon and Cassandra Zeno.

2. Discussion/Vote/Adjust Agenda if Necessary - None.

3. Public Comments - None. Present: One member of the public.

4. Report of Officers:

President: No report.

Vice-President: No report.

Secretary: No report.

Treasurer: Director Neyman reported he made an \$8,000.00 transfer to the USDA Reserve Loan 2 account. This transfer was approved last month to meet the annual requirement, instead of making payments monthly. Director Neyman will be canceling any transfers previously scheduled.

On April 1st, an interest payment in the amount of \$48,724.37 will be due on the USDA loans. The Operating Fund has enough to cover this payment, and a transfer will be made into the USDA Payment Fund.

Member at Large: Absent.

5. Board Member Initiatives - None.

6. Manager's Report.

General Manager (GM) Jonnie Allison reported 101 work orders were accomplished in February. There were seven after hours call outs, most were related to the freeze. There were two mainline leak repairs.

FRAZIER PARK PUBLIC UTILITY DISTRICT
4020 Park Drive, P.O. Box 1525, Frazier Park, CA. 93225
REGULAR MEETING MINUTES FOR THURSDAY, MARCH 14, 2019
6:00PM

GM Allison and the crew have been working on road repairs, even though it's not the water company's responsibility. After every storm the repaired areas wash back out and down the slopes. In order to keep the water pipes covered, and have access to the tanks, GM Allison recommended the District get a supply of road base to fill in the areas that constantly have issues.

The old office located in the work yard is being used for document storage. In order to continue using it for that purpose, the building will need a new roof. The crew is willing to do the work, just the materials need to be purchased.

a. Discussion/Vote on Rehabilitation of Well #5.

After pulling Well #5 for inspection and rehabilitation, Bakersfield Well & Pump found holes in the casing, as well as very thin walls. The company, as well as Dee Jasper and Curtis Skaggs, recommend finding grants or loans to drill a new well. Dee has already produced a Preliminary Engineering Report (PER), and Dave Warner has contacted the USDA about emergency funding. The cost for a new well is estimated to be around \$1,000,000.00. In the meantime, repairs may need to be made to keep it running until funding is secured. The current quote for repairs is \$86,000.00, on top of the \$47,000.00 that has already been spent. GM Allison will go over the list with Dee and Curtis so they can assess what work needs to be done, and how soon.

Bill Bice from PC Pal, as well as one of the field crew, have switched to CalNeva as an internet provider. They have both experienced faster speeds. GM Allison will look into the pricing and service to see if it is a good option for the FPPUD.

The solar company in town contacted GM Allison. They are interested in purchasing the old wood lot in town by Don's, but may need extra space for parking. Since the District owns the adjacent lot, they asked if the water company would be interested in leasing out the property. The Board confirmed they would be interested. GM Allison will look into what a reasonable charge would be.

A customer came into the office to discuss control over a residential account. Someone was issued a Durable Power of Attorney, but that document was rescinded. GM Allison contacted the attorney to get clarification on the issue.

b. Administrative Assistant's Report.

There are two Board Members that still need to complete required training. Tiffany Matte sent a note reminding them to get that done.

FRAZIER PARK PUBLIC UTILITY DISTRICT
4020 Park Drive, P.O. Box 1525, Frazier Park, CA. 93225
REGULAR MEETING MINUTES FOR THURSDAY, MARCH 14, 2019
6:00PM

The Public Official Bonds were renewed, there was no need to sign paperwork this year.

7. Ad Hoc Committee Reports: Meeting of Local Water Companies; SGMA; Depreciation of Assets.

Director Schoenberg attended the water companies meeting via conference call. A representative from CalWARN presented information about the program. In this presentation she advised water companies not to loan out equipment or inventory to an agency that is in a different category (e.g., between a Mutual Water Company and a Public Utility).

No meeting is scheduled for the Lebec-Tejon GSA.

The ad hoc reviewing the depreciation of assets has not met. Assets purchased during the USDA projects need to be reviewed and updated.

8. Accounts Payable and Financial Information.

Bookkeeper Linda Sheldon reported the total cash balance in all accounts is \$1,463,941.75. The Revenue/Operating account has \$248,484.92. Checks were cut for the regularly occurring invoices and reviewed by the Board for accuracy.

California Bank & Trust closed the USDA Payment Fund account without permission. Director Neyman will contact the bank to correct this.

The annual Local Government Compensation Report and the most recent audit were submitted to the State as required.

The District received an invoice from the Forest Service that comes due every three years. The previous amount paid was \$2548.00; the new amount is \$2791.00. The Board asked that the invoice be double checked to verify what is being paid.

The bookkeeper cut a check for \$1,000.00 to the post office for monthly mailings. The Board preferred to pay only \$500.00, instead of leaving a large reserve.

Motion: Move that we change the check and make it for only \$500.00.

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

Motion: Move that we pay our bills with the amendments that have already been discussed, or have happened already, and sign but look into the Forest Service check.

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

FRAZIER PARK PUBLIC UTILITY DISTRICT
4020 Park Drive, P.O. Box 1525, Frazier Park, CA. 93225
REGULAR MEETING MINUTES FOR THURSDAY, MARCH 14, 2019
6:00PM

9. Discussion/Vote on Emergency Preparedness for the District and the Mountain Communities.

Tiffany wrote a note informing the Board that after sending multiple emails about NIMS training for the District, CalOES responded by saying they can provide a quote to conduct a local training, but so far has not heard back.

GM Allison printed out pricing for emergency supplies like blankets, water filtering straws, and other such items. He also found food that serves 80 people with a shelf life of 25 years, for \$140.00. The list was passed around for the Board to review and decide at a later time what is most important.

10. Discussion/Vote on Resolutions #503 & #534 Regarding the USDA Bonds.

Tiffany emailed Nossaman, LLP, the company that wrote the original bonds and resolutions for the USDA projects. They responded by forwarding the email to another office. She has not heard back since. This item will be carried over to the next meeting.

11. Discussion/Vote on Office Renovation.

GM Allison went into the Mil Potrero Mutual Water Company office and saw that their front counter was framed to the ceiling with glass, and had windows for talking and taking payments. The staff explained they were having issues with angry customers, and having the barrier there helped diffuse a lot of aggressive behavior. It is GM Allison's recommendation that something similar be built at the FPPUD office. The Board approved getting a quote for the project.

12. Review and Approve Meeting Minutes for 01/10/2019.

The date for the meeting minutes to be approved was incorrect on the agenda. This item will be carried over to the next regular meeting.

13. Discussion/Vote on Future Agenda Items.

Regular Meeting April 11, 2019:

- Carry over the discussion/vote on the rehabilitation of Well #5.
- Carry over the discussion/vote on emergency preparedness.
- Carry over the discussion/vote on the USDA bond resolutions.
- Carry over the discussion/vote on office renovation.
- Carry over approval of the meeting minutes for February 14, 2019.

FRAZIER PARK PUBLIC UTILITY DISTRICT
4020 Park Drive, P.O. Box 1525, Frazier Park, CA. 93225
REGULAR MEETING MINUTES FOR THURSDAY, MARCH 14, 2019
6:00PM

14. Adjournment.

Motion: Move that we adjourn.

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

Meeting Adjourned: 7:38pm.

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