

MINUTES

WORKSHOP MEETING OF THE BOARD OF DIRECTORS OF THE NORTH YUBA WATER DISTRICT

Held at the District Office
8691 LaPorte Road, Brownsville

Wednesday, June 06, 2018

A. ROLL CALL

President Donald Forguson called the meeting to order at 8:07 AM at the District Office in Brownsville, CA. The recording secretary called the roll.

	<i>PRESENT</i>	<i>ABSENT</i>	<i>VISITORS</i>
<i>DIRECTORS</i>	President Donald Forguson Vice President Eric Hansard		Visitors Including: Donna Corson
	Director Doug Neilson		
	Director Terry Brown		
	Director Gary Hawthorne		
<i>GENERAL MANAGER</i>	Jeff Maupin		

B. PLEDGE OF ALLEGIANCE: The Pledge of Allegiance was led by Director Brown.

ACTION ITEMS

C. VEHICLE REPLACEMENT POLICY: General Manager Maupin discussed options on working on the policies presented. Discussion began on the new Vehicle Replacement Policy starting with the first section Replacement Criteria. The questions on the categories was discussed. The question was asked

if trailers should be in its own category instead of listed under "Special Equipment". Director Brown inquired if the policies could be revisited during the year. Manager Maupin informed the Board that policies can be revisited throughout the year at the Board's discretion.

The variables listed are vehicle down time cost, repair cost, replacement cost availability of new vehicles or equipment, safety, public image, and resale value.

Categories listed under the Replacement policy included Light Vehicle which includes pickup and SUV. Large Vehicle includes dump truck and service truck. Heavy equipment includes backhoe and excavator. Special equipment includes portable air compressor, stationary generators, trailers, snow/off road utility vehicle. A Miscellaneous category was discussed, it was decided that in place of another category for small equipment, any equipment under \$5000 the General Manager may move forward in repair or replacement at his discretion and is considered operational issues. The question was asked "What is public image and how is it a factor?" Discussion followed about the created image of a successful run business includes equipment in good condition, company shirts with logos, cleanliness of grounds and equipment showing that things are properly taken care.

Replacement Schedule of equipment was discussed with the categories of Light Vehicle, Large Vehicle, Heavy Equipment, Special Equipment, the need for a Miscellaneous category was deemed unnecessary. The mileage, hours in use and years old were discussed as guidelines of replacement. Also discussed was the trade-in value and resale value of the vehicle at the time of replacement. General Manager Maupin reported that there is a weekly check in place now for vehicle maintenance and the records will support the replacement of individual equipment. The data collected is also used in the safety program. It was suggested that the General Manager prepare a quarterly report which will include the maintenance records that can aid in the decision of replacing a vehicle.

Creating a replacement fund for the vehicles was discussed. After a lengthy discussion it was suggested that a quarterly fund be set up to be used to purchase replacement vehicles. A determined amount to be deposited every quarter over seven years to reach the goal will be determined. The General Manager will discuss with Heidi and other entities for specifics on categories. Necessary changes can be reviewed as they arise.

After discussion the proposed changes to the policy will be completed and emailed to the Board of Directors for review and comment. If there is a consensus the completed policy will be added to the agenda for the next Board meeting.

Meeting adjourned for recess at 9:21 AM.

Called to order at 10:00 AM.

D. DOMESTIC POLICY: The existing three-page Domestic policy was presented for review and discussion along with the ten-page working policy comprised by the Board. The policies were discussed extensively beginning with section 1-General. Each section of the existing policy and the proposed changes were gone over extensively. The definition of domestic users was reviewed and

after discussion the definition was suggested to be defined as All customers that receive treated water including residential, commercial, temporary and industrial customers of the District.

Some items discussed were:

Director Nielson asked about Cross-Connection Protection Requirements regarding the distinction between disconnect and terminate. General Manager Maupin explained that when the public has a well on a property serviced by a domestic meter you need a backflow device. It is required. The customer may choose to physically disconnect his well. If it is tied into our system, it must have a backflow device.

Also discussed was the definition of "Delinquent Accounts and termination." After clarification of the steps of termination it was suggested to contact local utility companies regarding their termination policies to possibly adjust the disconnect time.

The right to protest bill was discussed. If a customer has a dispute or question a complaint can be submitted in writing, it will be reviewed and if warranted an investigation will be completed.

After intensive review of the remaining sections it was determined that working through email to come up with a final product would be beneficial. General Manager Maupin will also run the suggested changes through the attorney. He will then send the reviewed policy back to Director Neilson who will make the fundamental changes. The Board will meet back on Wednesday, June 20, 2018 to review the proposed policies which will then be sent to the Regular Board Meeting on Thursday, June 28, 2018 for approval.

E. PUBLIC INPUT: No public comment.

F. ADJOURNMENT

There being no further business to discuss, Director Brown made a motion that the Board adjourn. Director Hawthorne seconded the motion. The motion passed with a unanimous vote.

The meeting was adjourned at 11:59 AM.

Respectfully Submitted,



Catherine L. Fonseca, Recording Secretary