

EL DORADO HILLS COUNTY WATER DISTRICT

SEVEN HUNDRED TWENTY THIRD MEETING OF THE BOARD OF DIRECTORS

Thursday, April 16, 2015

6:00 p.m.

District Office, 1050 Wilson Boulevard, El Dorado Hills, CA 95762

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

President Winn called the meeting to order at 6:00 p.m. and Chief Roberts led the Pledge of Allegiance. Directors in attendance: Durante, Hartley, Hidahl, Hus and Winn. Staff in attendance: Chief Roberts and Chief Financial Officer Bair. Counsel Cook was also in attendance.

II. CONSENT CALENDAR

- A. Approve minutes of the 722nd meeting held March 19, 2015
- B. Approve Financial Statements for March 2015
- C. Ratify eighth payment to S W Allen Construction Inc. for Station 84 in the amount of \$494, 933

Director Hidahl made a motion to approve the consent calendar, seconded by Director Hartley and unanimously carried.

III. ORAL COMMUNICATIONS

- A. **EDH Professional Firefighters** – No report.
- B. **EDH Firefighters Association** – President Genovese stated that Bob Hughes and Wally Jukes have been voted in as Life Members. He also gave a summary of recent sponsorships granted to community organizations. He announced two new co-chairs of the 2015 Santa Run, Captain Mark Ali and retired Chief Larry Fry. He invited the Board to attend the next Association Meeting on May 26 and the annual golf tournament scheduled for August 27.
- C. **EDH Volunteer Firefighters** – Lt. Mike Roppolo stated there is continuous progress being made in the Volunteer Program and 15 new volunteers will be added to the ranks in June. The Board expressed their appreciation to Lt. Roppolo, Chief Roberts, Battalion Chief Moreno and others for their efforts to rebuild the Volunteer Program.
- D. **Latrobe Advisory Committee** – No report.
- E. **Public Comment** – Betty January, resident of El Dorado Hills, informed the Board of a proposed project to build a new Community/Senior Center to be located on an 11-acre parcel between the El Dorado Hills Fire Department and the El Dorado Hills Bowmen Archery Club. She said that the land has been donated and designated as a Community/Senior Center. She welcomed input from the Fire Department to be taken under consideration for any known needs for the facility such as an evacuation center, classrooms, etc. She also said that the Senior Daycare will remain at the current Senior Center location as a County program.

IV. CORRESPONDENCE – None.

V. ATTORNEY ITEMS – Counsel Cook stated that a letter had been received from the County requesting Development Fee information. He also said that research for samples of a Request for Proposal for both a nexus and a facilities analysis had been obtained. He stated that the RFP should be ready for release in about 7 to 10 days and suggested a Fire Committee meeting be scheduled for May 5 or 6.

VI. COMMITTEE REPORTS

A. Administrative Committee (Directors Winn and Hidahl)

- 1. Review and update construction progress of Station 84 –** Director Hidahl reported that the committee met to review the progress. He reported that construction is on schedule with an estimated opening date of September 2015. Change orders are still under budget. The next committee meeting will be held on May 6 at 4:00 p.m.

B. Fire Committee (Directors Durante and Winn)

- 1. Report on Fire Committee meeting –** Nothing to report.

C. Ad Hoc Committee Reports

- 1. Report from Regional Operations Committee (Director Hartley and Winn)**
 - a. Rescue Fire Protection District
 - b. Garden Valley Fire Protection District
 - c. Diamond Springs/El Dorado Fire Protection District
 - d. Pioneer Fire Protection District

Director Hartley reported that the committee met and discussed an outline of the AB8 negotiations with Rescue FPD. Representatives of Garden Valley FPD and Diamond Springs/El Dorado FPD were also in attendance; there was no representation from Pioneer FPD. Another committee meeting has been scheduled for May 14 at 6:00 p.m. The committee gave direction to the Chief to continue to meet with the interested agencies to further evaluate the benefits of a shared contract of service.

Director Hidahl added that formal letters of interest to explore a contract of services with El Dorado Hills Fire Department had been received from Diamond Springs – El Dorado Fire Protection District and Pioneer Fire Protection District.

Director Hus stated that while he agrees that there is mutual benefit in establishing a contract for services with other agencies, he is opposed to annexation of other fire districts because of the financial and level of service impact to El Dorado Hills.

Public comment was taken from Mr. Darwin Throne, resident, who also commented on the financial impact of annexation.

2. **Committee Report from the Commission for Collaborative Fire Departments** (Directors Hidahl and Hus) – No report.
3. **Report from Solar Committee** (Directors Hidahl and Hus) - Director Hidahl reported that the committee met to review one submittal in response to the Request for Proposal. It was decided that Chief Roberts would contact consultant, Gopal Shanker, to schedule another meeting to answer questions beyond the committee’s scope.

Mr. Ross Fisher, Pure Power Solutions, requested that consideration be given to his company’s submitted response to the RFP; although submitted electronically by the due date, the hard copy arrived the following day. Counsel Cook suggested that Mr. Fisher’s request be taken under consideration at the committee level.

4. **Report from Communications Committee** (Directors Durante and Winn) - President Winn said the committee will meet April 24.
5. **Report from Volunteer Stakeholders Committee** (Directors Hidahl and Durante) – Chief Roberts stated that Staff agrees with the committee’s recommendation for the Volunteer Reimbursement Program. The program consists of two components; a bi-annual stipend paid by the Department to the Association as performance compensation and a special reimbursement stipend for Emergency Staffing circumstances.

Director Hidahl made a motion to approve the 2015 Volunteer reimbursement recommendation, seconded by Director Hartley and unanimously carried.

6. **Report from Training Facility Committee** (Directors Hartley and Durante) – No report.

7. **Human Resources Committee (Directors Winn and Durante)** – No report.
8. **Chief Financial Officer Recruitment Committee** (Directors Hus and Hidahl) – Director Hidahl said that the committee had not met since the application deadline of April 13. Chief Roberts said that 23 applications are being assessed for continuation in the testing and interview process. The committee will schedule a meeting for next week.

VII. OPERATIONS REPORT

- A. **Operations Report** – Received and filed.
- B. **Review and update regarding Joint Powers Authority**
 1. **Review and approve 2015-16 Budget for El Dorado County JPA** – Director Hus and Chief Roberts gave an update stating concern with Medic 26 still being out of service. Chief Roberts said that efforts are continuing with the County for a fixed rate funding contract. In addition, a proposal is being discussed to allow for response times to be calculated based upon arrival on scene of an ALS engine.

Director Hus made a motion to approve the 2015-16 Budget for El Dorado County JPA, seconded by Director Hartley, and unanimously carried.
- C. **Review and approve Resolution 2015-06 initiating the 2015 Weed Abatement Program** – Chief Lilienthal reviewed the vacant lot weed abatement program. He stated that the program has been extended to Latrobe for lots less than five acres. He asked the Board to approve Resolution 2015-06 exercising its authority to abate weeds that have been declared a public nuisance.

Director Durante made a motion to approve Resolution 2015-06 to exercise its statutory authority to abate weeds on properties on which said weeds constitute a public nuisance, seconded by Director Hartley, and unanimously carried. (Roll Call: Ayes: All; Noes: None.)
- D. **Receive and file 2014 Annual Report** – Received and filed.
- E. **Review and approve Resolution 2015-07, fixing the employer's contribution for health care for a new category, Reserve Fire** – CFO Bair said that there are three Latrobe employees that are not currently CalPERS members; these employees will soon reach the number of hours that will require them to be offered CalPERS membership. Staff is recommending approval of Resolution 2015-07 that will establish a new category, Reserve Fire, that will fix the employer's contribution rate to their health care.

Director Hus made a motion to adopt Resolution 2015-07, fixing the employer's contribution for health care for a new category, Reserve Fire, seconded by Director Hartley, and unanimously carried. (Roll Call: Ayes: All; Noes: None.)

VIII. FISCAL ITEMS

- A. Receive and approve actuary for OPEB Actuarial Study** – CFO Bair said CalPERS requires that an actuarial study for retiree health benefits be conducted every two years. With the retirement of Steven T. Itelson, a consulting actuary who has prepared the District's actuarial study in the past, Staff is recommending that Board approve a contract with Total Compensation Systems, Inc. at a cost of \$3,300 to conduct this study.

Director Hidahl made a motion to approve a contract with Total Compensation Systems, Inc. for \$3,300 to conduct an OPEB Actuarial Study as required by CalPERS, seconded by Director Durante and unanimously carried.

IX. NEW BUSINESS

- A. Legislation regarding the elimination of the CalFire fee** – Chief Roberts said that he attended the FDAC Conference last week and learned that although there are four bills before the Governor opposing the CalFire fee, there is little optimism that any will be signed. Efforts will continue at the Board and District level to continue to oppose this fee.
- B. Review and approve Records Retention Policy and authorize staff to enact Policy** – CFO Bair presented a Records Retention and Destruction Policy providing guidelines for the retention and disposal of all records, including electronic documents. The policy ensures compliance with federal and state laws, promotes efficiency, and frees up valuable storage space. Counsel Cook has reviewed the document and suggested that in the legal retention period column, the District use its discretion and in every case use the longer of the two retention periods. He also recommended the following changes: documents pertaining to insurance, claims and complaints retained until settled plus four years; Board agendas, Board packets and Staff reports retained for 7 years; Board minutes retained permanently; and Vacant Lot Weed Abatement Program documents retained for 5 years. CFO Bair added that the policy will be added to the Department Policy Manual and referred to in the Board Policy Manual.

Director Hidahl made a motion to approve the Records Retention Policy with Counsel's changes and authorize Staff to enact the policy, seconded by Director Durante and unanimously carried.

Director Winn assigned the Admin Committee to meet with Betty January regarding the proposed Community/Senior Center.

X. OLD BUSINESS - None

XI. ORAL COMMUNICATIONS

A. Directors - Director Hidahl commented that after attending the Board of Supervisors meeting that discussed the Budget, it appears that the County will again be faced with serious financial issues.

B. Staff - None

XII. ADJOURNMENT

Director Hartley made a motion to adjourn the meeting, seconded by Director Durante and unanimously carried.

The meeting adjourned at 7:45 p.m.

Approved:

Connie Bair, Board Secretary

Barbara Winn, President