

**SWEETWATER SPRINGS WATER DISTRICT  
BOARD OF DIRECTORS MEETING**

**MINUTES\***  
(\*In order discussed)

Board of Directors Meeting  
October 2, 2014  
6:30 p.m.

**Board Members Present:** Sukey Robb-Wilder  
Tim Lipinski  
Victoria Wikle  
Gaylord Schaap

**Board Members Absent:** Richard Holmer

**Staff in Attendance:** Steve Mack, General Manager  
Christine M. Hanley, Acting Secretary to the Board

**Others in Attendance:** Robin Donoghue, Meyers Nave et al.  
Richard Skaff  
Mike Janet, Coastland Civil Engineering

**I. CALL TO ORDER**

The properly agendized meeting was called to Order by Director Tim Lipinski at 6:33 p.m.

**II. CHANGES TO AGENDA and DECLARATION OF CONFLICT (6:34 p.m.)**

(None.)

**III. CONSENT CALENDAR (6:34 p.m.)**

Director Lipinski reviewed the items on the Consent Calendar. Director Wikle moved to approve the Consent Calendar as submitted. Director Robb-Wilder seconded. Motion carried 4-0:

- A. Approval of the Minutes of the September 4, 2014 Regular Board Meeting
- B. Approval of Operations Warrants/Online payments/EFT payment
- C. Receipt of Item(s) of Correspondence, if any. (None.)
- D. Approval of Resolution 14-20, Providing for Destruction of Certain District Records

#### IV. PUBLIC COMMENT (6:34 p.m.)

None.

#### V. ADMINISTRATIVE (6:35 p.m.)\*

*\*in the order discussed*

- A. (6:35 p.m.) Discussion/Action re Presentation on District Responsibility re Americans with Disabilities Act (ADA).** District Legal Counsel Robin Donoghue made a presentation on this item. Board questions ensued. Public comment was made by Richard Skaff. Board discussion ensued. Further public comment was made by Richard Skaff. No official action was taken, but Director Schaap agreed to meet with the GM to review District policies on this issue.
- C. (7:25 p.m.) Discussion/Action re Resolution 14-19, Approving an Agreement for Engineering Services for CIP 2016 with Coastland Engineering Inc. and Authorizing the General Manager to Sign.** The GM provided an overview of this item. Board questions ensued. Mike Jacobsen of Coastland Engineering provided additional comments. Director Robb-Wilder moved to approve Resolution 14-19, Approving an Agreement for Engineering Services for FY 2016 Capital Improvement Program (CIP) with Coastland Engineering, Inc. (Coastland) and Authorizing the General Manager to Sign. Director Schaap seconded. Motion carried 4-0.
- B. (7:33 p.m.) Discussion/Action re Resolution 14-18, Authorizing Approval of USDA Rescheduling Agreement.** The GM provided an overview of this item. Director Robb-Wilder moved to approve Resolution 14-18, Approving a Rescheduling Agreement with US Department of Agriculture and a Revised Side Letter Clarifying Certain Language in the Agreement. Director Wikle seconded. Motion carried 4-0. Direction was given to staff to proceed with a revised bond.
- D. (7:40 p.m.) Discussion/Action re Sale of District property at 17448 River Lane, Guerneville to the Russian River Recreation and Parks District.** The GM provided an overview of this item. No action was taken.
- E. (7:42 p.m.) Discussion/Action re Resolution 14-21, Approving an Agreement for Professional Services with Open Spatial Corporation to Provide for Hosted GIS of District Facilities and Related Services, and Authorizing the General Manager to Sign.** The GM provided an overview of this item. Board questions and discussion ensued. Director Wikle moved to approve Resolution 14-21, Approving an Agreement for Professional Services with Open Spatial Corporation for a Hosted GIS of District Facilities and Related Services and Authorizing the General Manager to Sign. Director Robb-Wilder seconded. Motion carried 4-0.

#### VI. GENERAL MANAGER'S REPORT (7:57 p.m.)

The General Manager reported on the following items:

1. Laboratory Testing.
2. Water Production and Sales
3. Leaks
4. Flow at Hacienda and Annual Guerneville Rainfall
5. 2015 CIP
6. Toilet Rebate / Direct Install Program
7. In-House Construction Projects
8. Gantt Chart
9. New hire (Maintenance Worker)
10. Upgrade to the part-time Account Clerk position

11. SunKay status report

Discussion ensued.

**VII. BOARD MEMBERS' ANNOUNCEMENTS/COMMENTS**  
(8:13 p.m.)

Director Wikle commented on the GM's attendance at a Villa Grande potluck.

Director Lipinski commented on an article in last Sunday's Press Democrat.

Discussion ensued.

**VIII. CLOSED SESSION (8:18 p.m.)**

There were no Closed Session items.

**IX. ITEMS FOR THE NEXT AGENDA (8:49 p.m.)**

1. ADA
2. 17448 River Lane property
3. Actual vs. Budgeted report - FY 2014-15 1Q
4. Closed Session - Account Clerk part-time position upgrade
5. USDA bonds

**ADJOURN**

The meeting adjourned at 8:20 p.m.

Respectfully submitted,

Julie A. Kenny  
Clerk to the Board of Directors

**APPROVED:**

Victoria Wikle: \_\_\_\_\_  
 Gaylord Schaap: \_\_\_\_\_  
 Sukey Robb-Wilder: \_\_\_\_\_  
 Tim Lipinski: \_\_\_\_\_  
 Richard Holmer \_\_\_\_\_