

# FORESTHILL PUBLIC UTILITY DISTRICT

www.foresthillpud.com

## BOARD OF DIRECTORS

Duane L. Frink  
William L. Sadler, Jr.  
Brett C. Grant  
George S. Shaw  
Adam W. Larsen

Kurt W. Reed, General Manager  
Paul Chamberlain, District Counsel

DRAFT  
OFFICIAL MINUTES  
REGULAR MEETING OF THE BOARD OF DIRECTORS  
FORESTHILL PUBLIC UTILITY DISTRICT  
HELD OCTOBER 14, 2009

### A. CALL TO ORDER AND ROLL CALL

The regular meeting of the Board of Directors was called to order at 7:06 p.m. by President Duane L. Frink.

#### ROLL CALL:

##### Present

Duane L. Frink, President  
William L. Sadler, Jr., Vice President (arrived at 7:10 p.m.)  
Brett C. Grant, Treasurer  
George S. Shaw, Director  
Adam W. Larsen, Director

##### Absent

Also present:

FPUD Staff: Kurt Reed, General Manager, Jo Ann Glover, Business Manager, Chava Mercado and Robert Middleton, Utility Operators. Members of the Public: Tyler Harkness and Roy West (filmed the meeting).

### B. PLEDGE OF ALLEGIANCE

President Frink led the pledge of allegiance.

### C. INTRODUCTIONS AND PRESENTATIONS

The audience introduced themselves.

### D. PUBLIC PARTICIPATION

Any member of the public may address the Board on any matter within the jurisdictional authority of the District, or on any item on this agenda before or during the Board's consideration of that item. Such testimony shall be limited to three minutes per person, or such other time limit as may be imposed by the President in order to enable the Board to complete its agenda within a reasonable period of time.

Read by President Frink. No comments.

### E. COMMITTEE REPORTS

1. Ad-Hoc Benefits Committee – Please note minutes of September 2, 2009 Committee Meeting Item H-1, Consent Calendar.
2. Finance Committee – Please note minutes of September 22, 2009 Committee Meeting Item H-3, Consent Calendar.

F. DIRECTOR'S COMMENTS

No comments.

G. CORRESPONDENCE/AGENDA CHANGES AND REVIEW

1. Correspondence – letters from Mr. and Mrs. Roy West.
  2. Correspondence – letter to Ms. Maria Cook, as per Board action.
  3. Correspondence – letter to property owners “non active meter” as per Board action.
- Referring to Item 1, the General Manager stated that several members of the community have donated towards the Herlehy account, giving the family a credit on their account.

H. CONSENT CALENDAR

All items listed under the Consent Calendar are considered to be routine and will be approved by one motion. There will be no separate discussion of these items unless a member of the Board, audience, or staff requests a specific item be removed from the Consent Calendar for separate action. Any item removed will be considered after the motion to approve the Consent Calendar.

1. Accept minutes of Ad-Hoc Benefit Committee meeting held September 2 2009.
2. Approve minutes of regular Directors meeting held September 9, 2009.
3. Accept minutes of Finance Committee meeting held September 22, 2009.
4. Approve September Financial Statement from LAIF.
5. Approve Balance Sheet, Revenue/Expense and Budget Report as of September 20, 2009.
6. Approve October 2009 A/P warrants for payment.

With a few minor corrections to the minutes (typos), Treasurer Grant motioned to approve the Consent Calendar. Director Shaw seconded the motion.

PASSED UNANIMOUSLY.

I. GENERAL ITEMS

1. New Business

- a. President Frink – dissolution of Ad-Hoc Benefit Committee.

The Ad-Hoc Benefit Committee was officially dissolved by President Frink.

- b. Action Item: President Frink request for Planning Committee responsibility to include review of the District Policy Manual.

No action taken. Item tabled until Planning Committee can meet to formulate recommendations.

- c. Action Item: Approve staff recommended vote for National Water Resources Association California Caucus Nominees.

President Frink recommended the addition of Jerry Gladbach to the ballot. Treasurer Grant motioned to approve staff recommended vote with the addition of Jerry Gladbach. Director Shaw seconded the motion.

PASSED UNANIMOUSLY.

- d. Action Item: Approve proposal from Blackburn consulting for Sugar Pine Dam Annual Instrumentation Reports.

After discussion, Vice President Sadler motioned to approve the proposal, providing the amount of the services do not exceed \$9,300. President Frink seconded the motion.

PASSED UNANIMOUSLY.

- e. Review Blackburn Consulting proposal for piezometer replacement at Sugar Pine Dam and provide direction to staff.

Item tabled. Board would like to meet with Blackburn Consulting, possibly at the Dam. Board would like to discuss work proposal and request more information on the projected charges.

f. Action Item: Approve amendment to employment agreement for General Manager. Treasurer Grant motioned to approve and President Frink seconded the motion. PASSED UNANIMOUSLY.

g. Review proposed amendment to Policy No. 2301.20 "Job Description – General Manager" (required qualifications).

Board directed staff to amend policy and present it at the next Board meeting.

h. Discuss SDRMA 2010 Health Benefits Program and form Ad-Hoc Committee for review and evaluation.

The Finance Committee voluntarily accepted to review and evaluate the Health Benefits and make recommendations to the Board.

i. Action Item: request to reschedule the regular Director's meeting from November 11 to Wednesday, November 18 due to Veteran's Day.

Director Larsen motioned to approve and President Frink seconded the motion PASSED UNANIMOUSLY.

## 2. Old Business

a. Direct staff to prepare amendment/modification to District System Connect Charge "Will Serve" Ordinance as per September 2009 ENR revised calculation of the January 2008 District Master Plan.

The amount of the increase was discussed and could not be agreed upon. Board directed staff to look at potential growth within the District in the next 10 years and present a conceptual idea to the Planning Committee for review.

b. Direct staff to prepare documents for participation in CalPers – California Employer's Retiree Benefit Trust Program for OPEB compliance.

Treasurer Grant stated he would like to review what other agencies have done at the next Finance Committee meeting and present a recommendation to the Board at the next regular meeting.

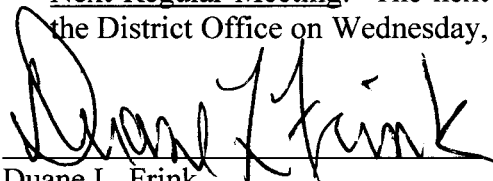
President Frink noted that copies of his report summarizing his activities the past month were distributed to the Board and will be attached to the minutes for review.

## J. ADJOURNMENT

There being no further business, at 8:57 pm President Frink motioned the meeting be adjourned. Motion seconded by Director Shaw.

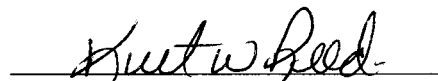
PASSED UNANIMOUSLY.

Next Regular Meeting: The next regular meeting of the Board of Directors will be held in the District Office on Wednesday, November 18, 2009 at 7:00 pm.



Duane L. Frink  
President, Board of Directors

ATTEST:

  
Kurt W. Reed  
Clerk Thereof