

MINUTES

Oakdale, California
February 5, 2002

The Board of Directors of the Oakdale Irrigation District invited all to recite the Pledge of Allegiance and then met in Regular Session at the hour of 9:00 a.m. Upon roll call, there were present:

Directors: Jack Alpers
 Louis Brichetto
 Tony Taro
 Steve Webb
 Frank Clark

Staff Present: Steve Knell, General Manager
 Kathy Cook, Chief Financial Officer/Treasurer
 Mike Evans, Watermaster
 Bob Nielsen, Water Utilities Chief
 Wayne Truhett, Acting Support Services Manager

PRESENTATION

Certificates of Appreciation were awarded to former Directors Henry Burtschi and Grover Francis. Former Director Dale Price was unable to attend and his certificate will be mailed to him.

PUBLIC COMMENT

Mr. Ken Krause commented regarding a January 23 article in the Modesto Bee the subject of which was the application of Modesto Irrigation District for a State Grant to fund Water Conservation Projects. Modesto matched the grant money they received and have made these funds available to farmers in their district for water conservation projects. Director Clark responded that he and Steve Knell had discussed this recently and that Mr. Knell would investigate further.

Dennis Edge commented regarding the inaccessibility of our website lately. Kathy Cook responded that she would check with our service provider.

ADDITION OR DELETION OF AGENDA ITEMS

Director Clark asked that Items 4, 11 and 12 be removed from the consent calendar and moved to the action calendar for discussion.

ITEM NO. 1: WRITTEN CORRESPONDENCE

Steve Knell advised the Board that it is our policy to respond to all correspondence within 30 days and that we would respond to Mr. Gambini's letter within that timeframe.

ITEM NO. 2: **GENERAL MANAGER'S REPORT**

Steve Knell reported the following:

Status of Recruitment for Support Services Manager. Several factors will go into determining the type of Support Services Manager we may wish to hire. This will be determined through:

- ✍️✍️ Completion of interviews with all employees - approximately 2/3 completed at this time
- ✍️✍️ Water division meetings which occur in March
- ✍️✍️ Strategic Planning framework

After completion of all the above we will be in a better position to ascertain the exact needs for a Support Services Manager enabling us to redesign the current job description and hire according to our specifications. Recruitment information should be known by April 2002 with a possible hiring by summer. This will be discussed at the Personnel Committee Meeting Friday, February 8, 2002 at 3:00 P.M.

Steve Knell read into the record Resolution No. 96-01, Disclosure of Reimbursements of Amounts to Employees or Board Members Disclosure of the amounts of reimbursements to employees and Directors shall occur once a year in January of each year following the end of the calendar year for the preceding calendar year. The disclosure shall be in the form attached as Exhibit "A" and shall include a declaration in regard to whether or not honoraria in any amount or gifts in excess of \$250 from any source were received. The statement of reimbursement shall be accumulated by the establishment of a file with the title "Reimbursements, Name of Employee or Director," and periodically records shall be inserted in regard to the amounts of reimbursement. Annually the form attached as Exhibit "A" shall be completed and filed with the Board and an item included on the January Agenda making it clear that those records are available for public review and are being rendered to the Board at its annual meeting for its review.

The disbursements have been sent out and after they are signed, verified and sent back are available for review. Director Clark asked that a form also be sent to any director who has not received a disbursement stating, "I have not received any disbursements" that will also be signed and returned.

Purchase of Equipment for Recording Board Meetings – A lectern was purchased and installed for the purpose of a microphone and presentation area for the public and guests. The recording equipment will be purchased from Radio Shack for the total price of \$752.51.

ACWA 2002 Spring Conference – All directors and General Manager are registered. This conference is to be held in Monterey May 8 through May 10.

Lutz Property – An inspection of the property was made on February 4, 2002 by the Engineering Committee to ascertain the location of the fence and road and to put together a plan to bring the road back to its pre-project condition. The Engineering Committee will report to the Board on their findings and recommendations.

Duane Roots, Mootz Pipeline – A letter and encroachment permit draft that were completed in-house will be finalized within the next few days and sent to Mr. Roots for his concurrence. If he does not respond back then we will refer this to our attorney for finalization.

Henry Burtschi made comments regarding the Lutz property and Director Alpers responded to his comments.

ITEM NO. 2b
DIRECTORS' COMMENTS/SUGGESTIONS

Director Clark reported that he attended the City Counsel Meeting and they would like to join OID in resurrecting the MID power plan. Director Clark asked that this be added to the next Agenda as a discussion item. Steve Knell advised that this would be discussed as it relates to the hiring of a consultant to work on this project.

Director Clark advised that the Finance Committee would meet with the Auditor on February 11, 2002 at 9:00 A.M. to establish ground rules and reach an agreement as to what the Committee, General Manager and Treasurer expect from the audit.

Director Brichetto questioned the status of the health insurance coverage. Steve Knell advised that a meeting was held with our insurance broker recently.

- ✍✍ Our current insurance provider notified us that they would no longer be providing insurance coverage in California.
- ✍✍ Estimates will be obtained from the remaining five (5) insurance providers in the State of California for benefits provided and their cost.
- ✍✍ We have until May 1, 2002 to make the decision regarding a replacement carrier.

Director Clark asked that we have other brokers submit quotes.

Director Clark brought to the attention of the Board the article regarding Steve Knell in the recent Farm Bureau News.

Director Jack Alpers commented on the high cost maintenance areas that generate very little revenue.

Director Alpers also discussed a recent letter received from Stockton East regarding changes they want made to deliveries, etc. that will be brought up at the next Tri-Dam meeting.

ITEMS NO. 3, 5, 6, 7, 8, 9, 10
CONSENT CALENDAR

3. Approve the Board of Directors' Minutes of Regular Meeting of January 22, 2002.
5. Approve replacement of 16" Waterman gate – Riverbank lateral, Work Order #0202.
6. Approve replacement of 16" Waterman gate – Riverbank lateral, Work Order #0201.
7. Adopt Resolution 2002-NIL Authorizing the Disposal of Property No Longer Necessary for District Purposes – out-of-date miscellaneous law books.
8. Adopt Resolution 2002-NIL Authorizing the Disposal of Property No Longer Necessary for District Purposes – 1991 Chevrolet Caprice, VIN#1G1BL538MW 144895.

9. Adopt Resolution 2002-NIL to Amend the Administrative Policy, Board of Directors – General.
10. Adopt Resolution 2002-NIL to Amend the OID Records Retention and Destruction Policy.

A motion was made by Director Webb, seconded by Director Brichetto and unanimously supported to approve the Consent Calendar.

ITEM NO. 4
APPROVE THE OAKDALE IRRIGATION DISTRICT'S
STATEMENT OF OBLIGATIONS

Director Clark had questions regarding vendors and price quotes that were responded to by Steve Knell, Kathy Cook, and Mike Evans. Dennis Edge made comments and Steve Knell responded to those comments.

A motion was made by Director Clark, seconded by Director Taro and unanimously supported to approve the Oakdale Irrigation District's Statement of Obligations.

ITEM NO. 11
APPROVE CONCRETE LINING 1000 FEET (+/-)
OF THE SOUTH MAIN CANAL,
DOWNSTREAM OF THE ADAMS 1 LATERAL

A motion was made by Director Webb, seconded by Director Brichetto and unanimously supported to approve the concrete lining 1000 feet (+/-) of the South Main Canal, downstream of the Adams 1 lateral.

ITEM NO. 12
APPROVE PRICE QUOTES FOR THE SCADA
AUTOMATED GATE CONTROLS AT THE
VAN LIER REGULATING RESERVOIR

A motion was made by Director Clark, seconded by Director Webb and unanimously supported to approve price quotes for the Scada automated gate controls at the Van Lier Regulating Reservoir.

ITEM NO. 13
REVIEW AND CONSIDER GRANTING
SPECIAL DAILY ALLOWANCE FOR ATTENDEES
AT 2002 SPRING CONFERENCE

A motion was made by Director Clark, seconded by Director Taro and voted as follows

Ayes: Taro, Clark, Brichetto, Webb

Nays: Alpers

and approving the special daily allowance for attendees at 2002 spring conference.

ITEM NO. 14
REVIEW AND APPROVE RESOLUTION NO. 2002-NIL
AMEND SECTION EIGHTEEN OF PERSONNEL
RULES AND REGULATIONS, DEPARTMENTAL
RULES AND USE OF TELEPHONE

A motion was made by Director Webb, seconded by Director Brichetto and unanimously supported to approve Resolution No. 2002-NIL authorizing amendment to Section 18 of Personnel Rules and Regulations, Departmental Rules and Use of Telephone. Said amendment will delete 18.3 "Home Phone Service".

ITEM NO. 15
REVIEW AND CONSIDER APPOINTMENT OF
ALTERNATE OF THE COMMISSION FOR
SAN JOAQUIN RIVER GROUP AUTHORITY

A motion was made by Director Webb, seconded by Director Brichetto and unanimously supported to appoint Director Taro as the alternate of the Commission for San Joaquin River Group Authority.

ITEM NO. 16
THE LEGAL COMMITTEE WILL REPORT TO THE BOARD
ON THEIR REVIEW AND CONSIDERATION OF
DIVERSIFYING LEGAL AND GENERAL COUNSEL SERVICES

The Legal Committee met on January 31, 2002 to consider requests for proposals for District General Counsel.

Director Brichetto presented his recommendations as follows:

- ✍✍ That we have a labor attorney, general attorney and water attorney
- ✍✍ Begin the proposal process for all counsel immediately

Director Alpers presented his findings and recommendations as follows:

- ✍✍ That OID should be more specific in their direction to their attorneys, and by doing so can reduce the attorney's fees
- ✍✍ Conflicts – almost impossible not to have any, but it is up to the Board to address any conflicts and make a decision at that time.
- ✍✍ Retain Tim O'Laughlin as general counsel.

Dennis Edge made comments regarding conflicts with our present representation and Director Alpers and Director Webb responded to his comments.

Director Clark commented that the District requires representation in three (3) areas: Industrial Relations, Water Issues and General Liability. He recommends reviewing our current contract and make adjustments, if necessary, detailing our requirements. Regarding Conflict of Interest, the previous board waived any conflict of interest rights. Director Clark felt that was a mistake. If there is a conflict then it should be our decision to say if it is a conflict. He recommended that we keep Tim O'Laughlin as our water attorney and get bids with local law firms for general liability and industrial relations.

Director Brichetto commented that we should get proposals for general attorney within this county and review the contract of O'Laughlin & Paris.

Mr. Foard commented regarding the fees for attorneys of last year and duplication of fees with Tri-Dam. Director Webb responded to his questions.

Steve Knell was asked to locate a law firm in this area for consideration as outside counsel for OID.

A motion was made by Director Alpers, seconded by Director Taro and voted as follows

Ayes: Alpers, Taro, Clark and Brichetto
Nays: Webb

and approving Steve Knell begin the process of bidding for outside counsel for OID. Said process to begin by Mr. Knell providing a list of attorneys that will be sent letters requesting bids. After review Mr. Knell will provide the three (3) top candidates for review and approval by the board for hiring.

ITEM NO. 17
DISCUSSION ITEM
REVIEW AND DISCUSS DRAFT PROCEDURES
FOR SETTING AGENDA FOR BOARD MEETINGS

Discussion was held regarding the outline provided by Steve Knell. After discussion the Board asked that Mr. Knell make any changes to the draft submitted and bring back before the Board at the next meeting for discussion.

ITEM NO. 18
DISCUSSION ITEM
TRI-DAM RELICENSING DISCUSSION AND
OAKDALE IRRIGATION DISTRICT'S DIRECTION
AFTER THIS IS COMPLETED

After discussion it was recommended that General Manager Steve Knell send a letter to power consultants, and after his review bring his recommendations to the Board for their consideration.

ITEM NO. 19
DISCUSSION ITEM
DISCUSS SETTING A "RETREAT" WEEKEND FOR THE
BOARD OF DIRECTORS AND KEY MANAGEMENT STAFF
FOR THE PURPOSE OF DEVELOPING A STRATEGIC
PLAN FRAMEWORK FOR THE
OAKDALE IRRIGATION DISTRICT

After discussion it was recommended that the Board and key management staff would begin meeting on Monday, March 4 from 6:00 to 8:00 PM at the Oakdale Irrigation District Offices at 1205 East F Street. This is to be an Agenda Item at the next Board of Directors Meeting to be held on Tuesday, February 19, 2002.

At the hour of 11:10 P.M. the Board adjourned to the next **regular Board of Directors meeting** to be held on **Tuesday, February 19, 2002 at 9:00 A.M. at the** Oakdale Irrigation District Office, 1205 East "F" Street, Oakdale, Ca.

The next regular **Joint Board Meeting** for the **Tri-Dam Project** is scheduled for **February 21, 2002 at 9:00 A.M. in Oakdale.**

Attest:

Steve Knell
Secretary