

MINUTES

Oakdale, California

August 20, 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
 Frank Clark
 Tony Taro
 Steve Webb

Staff Present: Steve Knell, General Manager
 Mike Evans, Watermaster
 Bob Nielsen, Supervisor of Field Operations
 Wayne Truhett, Supervisor of Facilities and Right-of-Way
 Kathy Cook, Chief Financial Officer

PUBLIC COMMENT

Mr. Laurens Foard commented regarding the enforcement of OID policies during previous administrations and also asked for an explanation of the Delta Keepers vs. OID lawsuit. Director Alpers responded that he would get the requested information to Mr. Foard within a few days.

Mr. Ken Krause commented regarding the workman's compensation related injuries at OID. Mr. Krause suggested that we need an aggressive workman's compensation carrier and safety director.

Mr. William Frias wanted to thank the Board and staff for the work done to accomplish the agreement with Oakdale Rural Fire Department.

Mr. Henry Burtschi commented regarding the Sosinsky out-of-district water agreement that was heard at the last Board of Director's Meeting.

**ADDITION OR DELETION OF
AGENDA ITEMS**

There were no additions or deletions of agenda items.

**ACTION TO TAKE VARIOUS ITEMS
OUT OF SEQUENCE**

General Manager Steve Knell asked to have Item #3 moved to the action calendar. Director Clark asked that Item #5 be moved to the action calendar.

COMMUNICATIONS

ITEM NO. 1a
GENERAL MANAGER'S REPORT

General Manager Steve Knell reported the following:

- ✍ Status of Water Measurement Devices: I met with Mr. Grant David regarding how to set up a water measurement program for an irrigation district. We should look at the watersheds within the District, look at the crop distribution within each watershed. We should also look at how much water was delivered to all the acres and the runoff records. After looking at all that data we look at the statistical representation of what all that means. You draw conclusions, assessments, and then make recommendations on where and how many sites you should measure. The ballpark estimate received from Grant David for doing this was \$20,000. The Board requested a presentation by Grant at a later date.
- ✍ Transcription Services: Due to the time being spent by Dawn and myself to edit and transcribe minutes we will be trying a transcription service in order to save time and money. We will be testing this out to see if it works in a timelier manner.
- ✍ Mr. Sosinsky installed a sub-standard delivery to fill up his pond after our last meeting. We have notified Mr. Sosinsky that we will charge him for the removal of the delivery he installed as well as his need to deposit \$5,000 with the District to begin the processes we discussed at our last meeting.

Director Brichetto asked General Manager Steve Knell when he hoped to fill the position of Safety Coordinator. Steve Knell responded that this position is advertised in house. We will meet with the Safety Committee tomorrow and temporarily re-assign the duties until an appointment has been made.

Director Clark asked the status of the Hershey contract and General Manager Steve Knell responded that Hershey had previously advised us that they would review our contract shortly since their labor strike negotiations had concluded. However, to date we have not heard back from them and he would call them next week to see if they have reviewed our proposed contract.

ITEM NO. 1b
DIRECTORS' COMMENTS/SUGGESTIONS

Director Taro:

- ✍ Director Taro questioned the status of the transfer truck that was damaged. General Manager Steve Knell responded that the Safety Committee investigated the accident and that report was on his desk. The claims adjuster had determined that the truck is salvageable and we have not received the estimate for the cost of repairs as yet. Director Taro asked for the specific reasons that this accident happened and if the Directors were to get a report stating those reasons. Steve Knell responded that after his review of the Safety Committee reports, there is a consolidated report and the General Manager's report, which they will get when everything is completed.

Director Webb:

- ✍ Have we received payment for the accident, which occurred when the cow hit one of our vehicles? General Manager Steve Knell responded that the adjusters sent two letters and they have turned it over to a law firm to begin litigation to collect.

Director Taro:

- ✍ Director Clark and I were discussing coffee the other day and were wondering what we spend

for coffee. What is our total bill per month? Chief Financial Officer Kathy Cook responded that it averages about \$200 per month.

Director Brichetto:

- ✍ I liked Ken Krause's presentation on the workman's compensation and how that goes hand in hand with safety. I am curious how we might compare to South San Joaquin.

Director Alpers:

- ✍ The fees on the Cantal lawsuit are getting larger and larger; can we counter-sue? I just put this up to the Board to think about it.
- ✍ The map that I have roughly displayed shows flooding that has occurred. I've watched this flood two and three times this year. The streets showing are Langworth, Claribel, McGee, Bentley, and Milnes. I would like everyone to take a look at this and solve it. If somebody is flooding this many times, why are we giving him or her water? Have we ever shut anybody off like Turlock does? General Manager Steve Knell stated that this Board has no policy regarding what is too much runoff from a field. If this Board wants to get tough on this, they're going to have to develop a policy and guidelines for our staff to enforce. Director Alpers stated that if we need a policy, then we need to develop one. General Manager Steve Knell stated this would be addressed during the off-season. We will be going customer to customer this winter and it would be nice to have this policy in effect so that we can explain to the people about any changes in use we might expect in the future.

**CONSENT CALENDAR
ITEM NO. 2, 4, 6, 7**

**ITEM NO. 2
APPROVE THE BOARD OF DIRECTORS' MINUTES OF
REGULAR MEETING OF AUGUST 6, 2002**

A motion was made by Director Webb, seconded by Director Clark, and unanimously supported to approve the Board of Directors' Minutes of the regular meeting of August 6, 2002.

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

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

**ITEM NO. 6
APPROVE AMENDMENT TO
MATERIALS SURPLUS TO DISTRICT NEEDS**

A motion was made by Director Webb, seconded by Director Clark, and unanimously supported to approve amendment to materials surplus to District needs.

ITEM NO. 7

**APPROVE EMERGENCY REPAIRS TO THE
DEEP WELL PUMP AT HILLSBOROUGH ESTATES**

A motion was made by Director Webb, seconded by Director Clark, and unanimously supported to approve emergency repairs to the deep well pump at Hillsborough Estates.

ITEM NO. 3
APPROVE OAKDALE IRRIGATION DISTRICT'S
STATEMENT OF OBLIGATIONS

General Manager Steve Knell stated that Black Diamond Asphalt would be removed from the list of obligations and resubmitted at a later date. Director Taro asked that the tickets be pulled up regarding work done on the Mensinger Lateral. General Manager Steve Knell advised that this could be done. Director Taro stated that he had spoken to the county and was told that that subdivision had to retain all their floodwater and rainwater or irrigation water on their property, and they have to dig a hole or pond big enough to catch that. Mr. Foard related to that. That we had to build our own fence. And now we're building a fence, and we have built a fence to the tune of \$2,000 for a sub divider.

Director Alpers asked that this project be put on the next Agenda for discussion.

Director Brichetto wanted to know if we had entertained bids on the fence. He stated that just like the fuel, we can establish what we want for our District fence as six wire, four point, and the type of braces and put out the bid once a year.

Director Clark had a question on the \$17,000 for canal repair by Clem Rivera. Is that a broken canal or is that a budgeted item? General Manager Steve Knell stated that was for Lutz.

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

ITEM NO. 5
APPROVE THE MONTHLY TREASURER'S REPORT
AND INTERNAL FINANCIAL REPORTS FOR THE
MONTH ENDING JULY 31, 2002

Director Clark questioned the capital improvement projects being 112% of their budget. Chief Financial Officer Kathy Cook stated that we will be over the budgeted amount for capital projects. We will be bringing back to the Board a budget amendment for this. General Manager Steve Knell reminded the Board that it was because the South Main Regulating Reservoir costs were not listed a budget item but the accumulated costs are being captured in the budget. That is the reason we are over.

Director Clark stated that the employee benefits cost is up over 108% from last year. Chief Financial Officer Kathy Cook stated that this is primarily the retirement plan. The retirement changed to CALPERS on a monthly basis. Director Clark stated that employee benefits keep getting higher and higher whether it be retirement, health insurance, etc. He hoped that all employees are taking note of this.

A motion was made by Director Webb, seconded by Director Brichetto, and unanimously supported to approve the monthly Treasurer's Report and Internal Financial Reports for the month ending July 31, 2002.

ITEM NO. 8
APPROVE A RESOLUTION AUTHORIZING THE
GENERAL MANAGER PURCHASE AN EQUIPMENT TRAILER

General Manager Steve Knell stated that we would still go out to bid. By processing these by resolution it reduces the Board's time as well as staff. A motion was made by Director Webb, seconded by Director

Brichetto and unanimously supported to approve a resolution authorizing the General Manager purchase an equipment trailer.

ITEM NO. 9
APPROVE AWARDING OF A BID FOR
DEVELOPMENT OF A STRATEGIC PLAN

Director Clark reported the findings of the committee. The committee concurred with the General Manager and would like to move forward with a contract to California Consulting Group to develop the strategic plan. The plan will include meeting with all the Directors, with staff and with the public to be sure that any public concerns about where the District should be going in the future are included in the plan.

Mr. Henry Burtschi stated that Mr. Knell is a very capable man and if given the time he could develop the strategic plan. Director Clark responded that members in the audience have criticized this Board because they say we are not supportive of the General Manager. The need and the necessity and wanting to do this strategic plan is the cornerstone of the General Manager's philosophy on how this District should go; not the Boards'. The Board is very supportive of what the General Manager wants to do and this is his program, and we support him in that role.

Director Brichetto stated that because of the General Manager's time constraints that we are awarding a contract to an outside contractor to perform these services.

Mr. Bill Frias stated that he likes to see the way the Board is going. The article that was printed in the newspaper a month ago was great and he has gotten a lot of comments from people saying that they loved hearing and reading about what OID is doing now. He also stated that after we get this plan going that we should put something else in the newspaper.

Mr. Foard had a question regarding the out-of-pocket expenses of the California Consulting Group. Director Clark responded that there is a clause stating that a possible \$3,000 would be due for out-of-pocket expenses, if used.

Mr. Ken Krause questioned the second report that was done in 1995. Director Clark responded that the Board was different; we have people with different thoughts, different ideas, and different problems facing this district than you had five years ago. The whole complexion of water has changed in California in that last five years. The issues that we are going to be dealing with in the future are different than those of five years ago so it is better to go back and start from the beginning rather than relying on old information and ideas.

General Manager Steve Knell stated that he could do the strategic plan. However with the development of an activities based budget, development of a focused maintenance plan and working on how to improve our heavy equipment usage there is no time. My time is being spent on doing those kinds of things, redirecting the maintenance efforts, improving our capital construction processes, reallocating funds, etc. The money that we can save allowing me to focus on these issues, and the staff to spend time doing this, while some other consultant prepares this document, we will save money. I believe that in the long run the strategic plan will save money.

A motion was made by Director Clark, seconded by Director Brichetto to award the bid for development of a strategic plan by California Consulting Group not to exceed \$25,000 with the exception of out-of-pocket expenses defined in their contract and was voted as follows:

| | |
|-------|------------------------------------|
| Ayes: | Alpers, Brichetto, Clark, and Webb |
| Noes: | Taro |

DISCUSSION ITEM
ITEM NO. 10
OUT-OF-DISTRICT WATER USES AND CONSIDERATIONS

General Manager Steve Knell stated that the Water Committee met on August 13, 2002 and consisted of Director Bricchetto and Director Taro. A presentation was made by John DeSilva on water reclamation and water conservation projects he wants to do out in that area. He wants to build a containment facility, and capture all the drain water on that drain. (the drain is within the OID service area). He wants to capture that water and take it to 140 acres north of his property. The 140 acres is outside the water district area. Mr. DeSilva is asking the Board to allow for out-of-district water and to only charge Mr. DeSilva in-district water cost.

Director Taro stated that Mr. DeSilva wants us to give him water cheaper because it is not good quality water. He is the one that is making the water poor quality. He is going to pump water from his lagoon and he is going to capture the water from probably 200 acres. So if he pumps it across the road, is his contract going to say hold the District harmless for what gets into Temple Creek? We don't want to be any part of this. He has a good idea to capture that water, but I think the wording should be different. That if you want to get water cheaper because it's not good water. I don't think that is really the issue.

Director Bricchetto stated that it would provide a lot of flexibility on the lower end of the system and help clean up the drains.

Watermaster Mike Evans stated that it would help dry up the Temple Spill, solve part of Cantal's problem that they think they are having. His pond will be independent of the Fairbanks and the Fairbanks Drain.

Director Alpers stated that this is a good water conservation project.

Director Taro and Director Bricchetto stated that the Committee was in favor of this project.

General Manager Steve Knell stated that Mr. DeSilva is just going to build the pond this year. Next March when the District approves out-of-district transfers we will bring this to the Board with all the other out-of-district transfers.

Director Alpers stated that in the interim we will have a contract with him that covers the concerns of the Board.

ITEM NO. 11
DEVELOPMENT OF A HIRING POLICY
AT OAKDALE IRRIGATION DISTRICT

General Manager Steve Knell stated that the efforts that you put into a hiring process are critical and become more complicated for legal reasons. Our current processes really need to be updated. We have forwarded our new job application to Curtis & Arata for their review and we have developed screening criteria to be used to screen applications. The interview process includes set questions and a rating sheet to score each applicant. Testing will also be done for most field positions. This is not the hiring process yet; it's not done. We also send an offer letter to each applicant for his or her signature and it states that their employment is contingent on their passing a drug screening and background check. State law requires that state agencies do background checks. We also call references on all our applicants. We are also developing an orientation process. All employees need to understand their wages, benefits, and conditions

of employment.

ITEM NO. 12
FUEL AND LUBRICANTS
USED BY THE AUTO SHOP

Auto Shop Supervisor Tony Priola provided a report detailing the number of companies that represent the major suppliers in the area. All those individuals had the opportunity to come to the District and view our operations. In most cases, representatives spent at least 2½ hours discussing our needs, etc. They were given an opportunity to supply what they felt the District needed for fuel. This report is a compilation of all the information that was gathered.

Director Clark stated that we need to be consistent with our specifications requested to compare apples to apples. But if it gets down to just pennies then we need to be looking at service. If you had a really good vendor that gives you good service year in and year out, and you are talking about a penny a gallon difference, I would not be jumping to change vendors.

Director Brichetto stated that he does not believe there is a difference in oil, or a tremendous difference in the fuel costs. The problem is the public's perception of how we handle the bidding process. This should be a once a year process.

Director Clark stated that as a public entity you have to give people the opportunity to make a legitimate bid that is going to be given all consideration on an equal basis and then a determination is made who that vendor is going to be.

Director Alpers stated that it seems to be the consensus of the Board that these items will be going to bid once a year at some fixed comparison.

CLOSED SESSION
ITEM NO. 19

At the hour of 11:15 P.M. the Board convened into Closed Session to discuss the following:

- A. **GOVERNMENT CODE SECTION 54957.6** – Meet and Confer re: Bargaining Units for Exempt Management, Supervisory, Confidential, Ditchtender, Clerical & Technical, and Operations Units.

A motion was made by Director Clark, seconded by Director Brichetto and unanimously supported to hire Mr. Bill Smith as management's representative regarding negotiations with the Ditchtender and Operations Bargaining Units. The Personnel Committee and the General Manager will act as negotiators with the Exempt Management, Supervisory, Confidential and Clerical & Technical Bargaining Units.

- B. **GOVERNMENT CODE SECTION 54957.6** – Labor negotiations

No Action taken.

At the hour of 12:15 P.M. the Board adjourned to the next **regular Board of Directors meeting** to be held on **Tuesday, September 3, 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 **September 19, 2002 at 9:00 A.M. in Oakdale.**

Attest:

Knell

Steve

Secretary