

MINUTES

Oakdale, California
November 16, 2004

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: Frank B. Clark, President
 Steve Webb, Vice President
 Jack D. Alpers
 Louis Brichetto
 Tony Taro

Staff Present: Steve Knell, P.E., General Manager/Secretary
 Gary Jernigan, P.E., Support Services Manager
 Kathy Cook, Chief Financial Officer
 Kevin King, Special Projects Coordinator
 Tony Priola, Auto Maintenance Chief

ADDITION OR DELETION OF AGENDA ITEMS

General Manager Steve Knell requested that we add Action Item 17a to the Agenda for review and possible action on an award of bid for pipeline of the Mootz Lateral. It was not known prior to the posting of the agenda that a bid document had been received for this work. If not approved at this time, the window for completing this project would be lost.

A motion was made by Director Alpers, seconded by Director Brichetto and unanimously supported to add the award of bid for the Mootz Pipeline to the agenda as Item 17(a).

ACTION TO TAKE VARIOUS ITEMS OUT OF SEQUENCE

Director Alpers requested that Item No. 7 be moved to the action calendar for further discussion.

Director Webb requested that Item No. 8 be moved to the action calendar for further discussion.

AWARDS PRESENTATION

ITEMS 1, 2

Director Clark presented an award to Tony Priola for Outstanding Accomplishments in Workplace Safety from Oakdale Irrigation District

Director Clark presented an award to Chris Lewis for obtaining a Certificate of Competency as a Backflow Prevention Assembly General Tester from the California-Nevada Section of the American Water Works Association.

CONSENT ITEMS
ITEMS 3, 4, 5, 6

ITEM NO. 3
APPROVE THE BOARD OF DIRECTORS'
MINUTES OF THE REGULAR MEETING OF NOVEMBER 2, 2004

A motion was made by Director Webb, seconded by Director Brichetto, and unanimously supported to approve the Minutes of the Regular Meeting of November 2, 2004.

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

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

ITEM NO. 5
APPROVE IMPROVEMENT DISTRICT'S STATEMENT OF OBLIGATIONS

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

ITEM NO. 6
APPROVE THE TREASURER'S REPORT FOR THE
MONTH ENDING OCTOBER 31, 2004

A motion was made by Director Webb, seconded by Director Brichetto, and unanimously supported to approve the Treasurer's Report for the month ending October 31, 2004.

PRESENTATION

ITEM NO. 9
MAIN CANAL AND TUNNEL IMPROVEMENT PROJECT REPORT

Condor Earth Technologies have been contracted to perform an analysis on the relocation of the South Main Canal.

Scott Lewis of Condor Earth Technologies gave a PowerPoint Presentation on the Draft evaluation of alternatives and of the preferred relocation alternative.

Director Clark stated that if we are going to go through with this project we will need to borrow the money to do so. He would like staff to go over this Draft and put it back on the Agenda for the December 7, 2004 Board Meeting as a discussion item to decide how we are going to handle this, i.e., borrow money and make a commitment. Director Clark stated that we need to be in a position to recommend this as an action item at the Board Meeting on December 21, 2004.

ACTION ITEMS

ITEMS 7, 8, 10, 11, 12, 13, 14, 15, 16, 17, 17a

ITEM NO. 7

**APPROVE RESOLUTION SETTING IMPROVEMENT DISTRICT
NO. 46 OPERATIONS AND MAINTENANCE CHARGE FOR 2005**

Director Alpers stated that the District has gone through a lot of work and effort trying to get the reserve funds in this District and ID 46 is turning it down and refusing to put their money into the fund. We need to add this item to the Agenda in February as a discussion item.

Motion was made by Director Webb, seconded by Director Brichetto, and unanimously supported to approve the Resolution setting Improvement District No. 46 Operations and Maintenance Charge for 2005.

ITEM NO. 8

**APPROVE GENERAL SERVICES CONTRACTS
FOR VARIOUS VENDORS AND CONTRACTORS**

The General Manager, Steve Knell stated that these are merely general services contracts for vendors that the District utilizes many times throughout the year on an as needed basis. The purpose is to have these contracts in place to avoid having to prepare such contract for each when we need their services.

Motion was made by Director Webb, seconded by Director Brichetto, and unanimously supported to approve the General Services Contracts for Various Vendors and Contractors.

ITEM NO. 10

**REVIEW AND TAKE POSSIBLE ACTION ON SOUTH
MAIN FENCING COST-SHARE WITH HOEKSTRA DAIRY**

Hoekstra Dairy has requested that Oakdale Irrigation District (OID) participate on a cost-share basis for fencing a portion of the South Main Canal through their property. As noted in an October 28, 2004 letter from Hoekstra Dairy, the fence installation in this location would eliminate cattle damage to this portion of the South Main Canal.

Cattle damage to District facilities continues to be one of the foremost problems facing the District. A positive way to eliminate the associated cattle damage is to fence District facilities. The OID has a Cost-Share Policy (Resolution No. 92-05) which allows it to participate at various funding levels in projects that benefit the OID and its facilities. The Board will need to determine the level of funding appropriate for the request.

After a decision has been made, District staff will review the property; determine where fencing is necessary; ensure District standards are followed; and prepare a written agreement between OID and Hoekstra Dairy for the fencing and its financial involvement. Staff recommends that the fencing be shared on a 50-50 cost share basis. The length involved is around 4000-5000 feet.

A motion was made by Director Webb, seconded by Director Alpers, and unanimously approved South Main fencing cost-share with Hoekstra Dairy.

ITEM NO. 11
REVIEW AND TAKE POSSIBLE ACTION ON A REQUEST
FOR A VARIANCE FROM THE DISTRICT'S SUBDIVISION
AND PARCEL MAP POLICY (PRIVATE FACILITY - GRAUPNER)

Mr. Karl Graupner, the property owner, has split a 10.10 acre parcel into two 5.05 acres parcels, each capable of irrigating 2.3 acres of land. Under OID's Subdivision and Parcel Map Policy, parcels of 10 acres or less must receive a variance from the Board of Directors in order to continue to receive irrigation water. Mr. Graupner has requested to come before the Board, to request such a variance.

Mr. Graupner's property is currently classified as "fallow", however, it historically was irrigated through the use of a private irrigation system originating off the North Dudley Pipeline, and a District owned facility. OID has no control over the private pipeline and it is not known how many users irrigate off this private facility. The serviceability of the private pipeline has not been determined and its ability to adequately convey irrigation water in a "reasonable and beneficial" manner is in question.

The District adopted the revised Subdivision and Parcel Map Policy as a mechanism for reducing the number of small parcels of land receiving irrigation water and to minimize the added cost to the OID and its customers.

Staff would support the granting of a variance to both these small parcels contingent upon the following;

1. Mr. Graupner to install a separate turnout on the North Dudley Pipeline outletting to a "cluster well" or manhole located adjacent to but off of OID's easement.
2. The well shall contain two gates; each with independent shutoff capability; and each with an independent service line running to each 5.05 acre parcel. Landowner will be responsible of acquiring all private irrigation easements for this purpose.
3. Each service line to have an approved OID water meter to be kept in working order by the landowner as directed by the OID.
4. Each parcel to develop an irrigation and drainage plan for OID's approval to demonstrate that each parcel will irrigate independently and maintain all irrigation drainage water on-site.

Mr. Graupner was present at the meeting and advised the Board that he was not aware of the terms.

Director Clark stated that the Board should approve the request for the Variance and if Mr. Graupner does not agree with the terms of the Variance, the matter will be placed on the next Board's agenda for further discussion.

A motion was made by Director Webb, seconded by Director Alpers, and unanimously supported to approve the Variance from the District's Subdivision and Parcel map Policy (Private Facility – Graupner).

ITEM NO. 12
REVIEW AND TAKE POSSIBLE ACTION TO SET A DATE
FOR A BOARD WORKSHOP ON THE WATER RESOURCES PLAN

CH2M Hill requested the setting of a date for a Board Workshop to begin developing the goals and expectations to be derived from the Water Resources Plan. As with most successful planning efforts, it is important to begin with the end in mind, and hence the purpose of the workshop.

Preferred dates include November 23rd, December 9th, 10th, 13th-17th and the 21st.

The Board agreed on the date of December 14, 2004, at 6:00 p.m. for the Board Workshop regarding the goals and expectations of the Water Resources Plan.

A motion was made by Director Alpers, seconded by Director Webb, and unanimously supported to set the date for a Board Workshop on the Water Resources Plan for December 14, 2004, at 6:00 p.m.

ITEM NO. 13
REVIEW AND TAKE POSSIBLE ACTION TO AMEND
WATER COUNSEL'S PROFESSIONAL SERVICES AGREEMENT

Water Counsel has submitted a rate change for his firm's time to administer the legal affairs of the District from \$170/hour to \$200/hour. These costs are all inclusive of administrative support and all other ancillary costs, as described in the contract.

Counsel's rates are far less expensive than other firms providing similar professional legal services in California and are still less than the rates submitted by all firms competing for this position in 2002.

A motion was made by Director Webb, seconded by Director Alpers to amend water counsel's professional services contract, and was voted as follows:

Ayes: Alpers, Webb, Clark
Noes: Brichetto, Taro

ITEM NO. 14
REVIEW AND TAKE POSSIBLE ACTION ON
DIRECTORS' BENEFITS AND COMPENSATION

The OID Board has been made aware that an action taken by the Tri Dam Authority Board in 1985 was contrary to Tri Dam Power Authority bylaws which resulted in a subsequent violation of the Water Code as it relates to compensation received by Directors. This error, having been identified, will be discussed by the Board and remedied.

Director Clark stated that the Board of Directors voted in 1982 to compensate its members on the Tri-Dam Project \$200. Pursuant to the Water Code a Board member can only receive a total of \$600. Therefore the OID Board members are receiving \$50 over the allowable compensation (\$450.00 from OID and \$200.00 from Tri-Dam Project).

Director Brichetto stated that he felt the Directors' benefits and compensation should be reduced by 18% to match the recent reduction in the water rates. Motion was made by Director Brichetto, seconded by Director Taro. The motion failed, and was voted as follows:

Ayes: Brichetto, Taro
Noes: Alpers, Webb, Clark

Director Webb stated that the Board members compensation should be increased from \$450 to \$600. Motion was made by Director Webb, seconded by Director Alpers, and was voted as follows:

Ayes: Alpers, Webb, Clark
Noes: Bricchetto, Taro

ITEM NO. 15
REVIEW AND TAKE POSSIBLE ACTION ON A REQUEST TO
PROVIDE FINANCIAL ASSISTANCE TO PIPELINE THE WILLS LATERAL

The Wills Lateral is located on the property of Mr. and Mrs. Don Atieri at 13207 Horseshoe Road. It traverses along the north property line between their property and the property owned by Mr. Bob Vallier (property purchased from Ray Cortez). The two owners are close friends and visit each crossing an old foot bridge over the open canal. Mr. Vallier has grandchildren who often stays with him and crosses the same foot bridge. The grandchildren will also be visiting the Altieri's and crossing this open canal. Both families presently cross the canal on an old bridge but would like for canal to be piped and backfilled. The OID does not have an easement on this property but the Altieri's would provide an easement to the OID if the Wills Lateral is piped the 400 feet across their property. Also, a contribution of \$5,000 would be provided toward the purchase of material and the installation.

The project is not budgeted for 2004 but funds remain unspent for a control structure which will not be installed this year. The funds could be reallocated for this project.

Conditional upon receiving a written easement, conditional upon getting access along the Wills Lateral, contingent upon minimal encroachments to the pipeline in the future; staff would recommend participating in this project.

Motion was made by Director Bricchetto, seconded by Director Webb and unanimously supported to approve the request to provide financial assistance to pipeline the Wills Lateral.

ITEM NO. 16
REVIEW AND TAKE POSSIBLE ACTION TO AWARD A BID TO SPRAY & SONS
JANITORIAL AND CARPET SERVICES TO TERMINATE PREVIOUS AGREEMENT

The District sent a Request for Quote to six vendors for office janitorial service. Two quotes were received, one from Gibbs Environmental for \$1,773 per month and one from Spray & Son Janitorial and Carpet for \$1,170. Spray & Son is our current janitorial service.

Therefore, staff has prepared a General Services Agreement for Spray & Son Janitorial and Carpet, the low bidder. The General Service Agreement will be valid for one year.

Staff recommends authorizing the General Manager to execute a General Services Contract for Spray & Son Janitorial and Carpet.

Motion was made by Director Webb, seconded by Director Bricchetto, and unanimously supported to approve the bid to Spray & Sons Janitorial and Carpet Services.

ITEM NO. 17
REVIEW AND TAKE POSSIBLE ACTION FOR
PURCHASE OF AN INJECTION SPRAY SYSTEM AND TRUCK BED

The District has been using the present injection spray system for 10 years to control weeds and is in need of replacement. These injection type systems, being widely used by governmental agencies, are typically custom built because of the custom needs of each individual end user. The proposed system is similar to the present spray system but an additional spray head is to be added to the right side of the vehicle for safety compliance for the application of the chemical products. There are some additional changes to the location of various components to resolve some operational problem areas with the current spray system.

With this proposed system being custom built to meet the needs of the district, the bid process is restrictive to specialty manufacturers of which there is only one in the area. The proposed spray system supplier is the same manufacture of our present spray system. The current system has given excellent service over the years with little or no maintenance being needed to keep the system in operation.

The new proposed spray system and truck bed exceed the budgeted amount for this replacement due to the addition of the right side spray head system for safety and the recent increase in steel costs.

Director Webb stated his dissatisfaction with the fact that a truck bid was awarded for this tank with the understanding that the gas tank had to be in a certain location. Now this doesn't seem to be the case and wonders if we could have purchased a different truck model.

Motion was made by Director Brichetto, seconded by Director Alpers, to approve the purchase of an injection spray system and truck bed, and was voted as follows:

Ayes: Alpers, Clark, Brichetto, Taro
Noes: Webb

ITEM NO. 17a
REVIEW AND TAKE POSSIBLE ACTION ON
AWARD OF BID FOR PIPELINE OF MOOTZ LATERAL

The Mootz Lateral (Frobose Ditch) has been budgeted for replacement for a number of years. Bids were received on Monday, November 15, 2004 from a group of contractors. If not awarded at this time, this work will not be completed in 2004 and it has not been budgeted for in 2005; hence it will likely not be completed.

This facility has overtopped in the past and generated claims for OID. Pipelining this facility would eliminate this from reoccurring.

Motion was made by Director Webb, seconded by Director Brichetto, and unanimously supported to approve the award of bid for pipeline of the Mootz Lateral.

**DISCUSSION ITEMS
ITEMS 18, 19, 20**

**ITEM NO. 18
DISCUSSION OF THE USE OF
CIMIS DATA IN SETTING ROTATION SCHEDULES**

The General Manager, Steve Knell gave a presentation on the use of the CIMIS in setting rotation schedules.

There was a discussion and public questions were answered concerning how CIMIS works and how it would benefit our water district.

Meeting Adjourned at 12:07 p.m. for lunch.

Meeting called to order at 1:30 p.m.

**ITEM NO. 19
DISCUSSION ON THE SALE OF TRI-DAM POWER GENERATIONS**

General Manager, Steve Knell, participated in a conference call on November 25, 2004, with Steve Emerick, Steve Stroud, Tim O'Laughlin, and Jeff Shields to update the power contracting issues. The major remaining issues are:

- Proposed Availability Performance by PG&E that would have "subtractors" if certain performance objectives are not met.
- Monthly water management control
- Termination provision
- CPUC process
- Credit provision of Master Agreement
- Exit Fees

**ITEM NO. 20
DISCUSSION ON THE PRELIMINARY 2005 BUDGET**

Kathy Cook, Chief Financial Officer, prepared a PowerPoint presentation that was presented by the General Manager, Steve Knell, to the Board members.

Director Clark stated that this 2005 Budget is going to be placed on the Board's agenda for public comment at the December 7, 2004 meeting and will be placed on the Board's agenda for adoption of the 2005 Budget at the December 21, 2004 meeting.

PUBLIC COMMENT

None.

ITEM NO. 21
COMMUNICATIONS

A. GENERAL MANAGER'S REPORT

Water News

1. Rainfall since October 1, 2004 at the OID yard has been 1.95 inches.

Safety Activities

1. It has been 189 Days since OID's last lost-time-injury accident.
2. The next Dog Day will be December 6th, 2004.
3. Facilities and field safety inspections are slated for November.
4. November is fall protection and electrical safety awareness month.

Administration Activities

1. Budget preparation has consumed most administrative time over the last couple of weeks.
2. CH2M Hill held a kick off meeting Friday, November 12, 2004 with OID management staff.

Accounting Activities

1. 2005 Budget preparation is underway and Finance Committee meetings are being held.
2. Staff is working on updating district records on 2003-2004 parcel splits, lot line adjustments, title transfers, etc. in the preparation of the 2005 billing.
3. Staff continues to meet with domestic water improvement districts to introduce and review its Reserve Study; and plan for future implementation meetings.
4. Staff is working on a Request for All Employment Records Subpoena.

Water Operations Activities

1. A "Welcome to OID" handout is being developed by Assistant Watermaster Tom Laidlaw for use in greeting new customers and landowners to OID.
2. 2004 Water Report is still being developed.

C&M Operations Activities

1. Major rehabilitation work on the Campbell lateral continues.
2. Canal cleaning on the Rodden lake entrance from the Cape Horn Tunnel

Engineering Activities

1. Currently scheduling meetings with local agencies to discuss new District policy as it pertains to future development within the District boundary.
2. Continued design on winter/spring capital projects.

Water Utility Activities

1. Starting repair and replacement of Reclamation Pumps
2. Awaiting response from Caltrans on ID 52 land issue.

B. COMMITTEE REPORTS

Director Alpers reported that the Personnel Committee met on November 10, 2004 to discuss the Supervisory Exempt employment contract. Steve Knell will be conveying the Committee's comments to this bargaining group.

Director Brichetto reported that the Water Committee met on November 15, 2004, to discuss the abandonment of the four deep wells. They will be presenting their recommendations to the Board on December 7, 2004.

C. **DIRECTORS' COMMENTS/SUGGESTIONS**

Director Alpers

None.

Director Webb:

None.

Director Clark:

None.

Director Brichetto:

None.

Director Taro:

None.

At the hour of 2:16 P.M. a motion was made by Director Alpers, seconded by Director Webb and unanimously supported to adjourn to the next **regular Board of Directors' Meeting** to be held on **Tuesday, December 7, 2004 at 9:00 A.M.** at the Oakdale Irrigation District Office, 1205 East F Street, Oakdale, CA 95361.

The next regular Joint Board Meeting for the Tri-Dam Project is scheduled for **Thursday, December 16, 2004** at 9:00 A.M. at the Oakdale Irrigation District, 1205 East F Street, Oakdale, CA 95361.

Attest:

Steve Knell, P.E.
General Manager/Secretary