

**MINUTES OF THE REGULAR MEETING  
OF THE BOARD OF DIRECTORS OF  
SIERRA LAKES COUNTY WATER DISTRICT**

**Date:** Friday March 13, 2020 / **Time:** 6:00 p.m. / **Place:** 7305 Short Road, Serene Lakes, CA

**I. Open Meeting:**

In the physical absence of President Lindquist, Vice President Simpson called the meeting to order at 6 PM local time.

Roll Call: Directors in attendance at the Sierra Lakes Boardroom were:

Director Richard Simpson  
Director Dan Stockton

The meeting was teleconferenced pursuant to Government Code Section 54953 to allow attendance by Director Karen Heald from 1520 E. Covell Blvd, 5B #262, Davis, CA 95616.

In addition to Director Heald's teleconference location, Directors Michael Lindquist (from 716 K St., Davis, CA) and Bob McCormick (from Davis, CA) also joined the meeting by teleconference as provided by Governor Newsom's Executive Order N-25-20 ("Executive Order"), declared on March 12, 2020. The Executive Order temporarily granted state and local agencies certain powers to aid in the implementation of social distancing measures recommended by state and local public health officials. Mr. Mitchell stated that with the Governor's suspension of a number of provisions of the Brown Act, it was not a requirement to identify where the Directors were calling in from.

Staff members present: Paul Schultz, General Manager  
Anna Nickerson, Financial Consultant

Staff present by phone: Jeffrey Mitchell, District Counsel

Guests present: Roger Drosd, Serene Lakes Property Owners Association

Minute Recorder: Anna Nickerson, Financial Consultant

**II. Public Forum:** An opportunity for members of the public to address the Board on items that were not on the agenda. There were no comments from the public.

**III. Approve Agenda:** The agenda was presented to the Board for approval.

**A motion was made by Director Stockton and seconded by Director McCormick to approve the agenda.**

Director Stockton asked to move item VIII. A – SLPOA Lot 1 Storage presentation to the front of the agenda to accommodate Mr. Drosd.

**The motion was amended as proposed.** The motion passed by a unanimous rollcall vote: Directors Simpson, Stockton, Lindquist, Heald and McCormick.

**IV. Public Comments:** An opportunity for the Board to consider comments received from the public after the agenda was posted, regarding items on the agenda. Mrs. Nickerson reported that there were no comments received after the agenda was posted.

**Item V111 A.** – SLPOA Lot 1 Storage Presentation. Roger Drosd said SLPOA was seeking to install a storage shed at Lot 1 for both winter and garbage storage. He presented a proposal that included a drawing showing the approximate location of the structure. He said the proposal was to place, on a concrete slab, an 8' x 20' x 8.5' (shipping) container. He also said SLPOA had previously discussed building a shed but the height of the constructed shed would be taller than the proposed storage container. He felt the storage container would be simpler and it would be removable. His proposal also included camouflaging the container with either the help of local artists, vegetation, or other possible methods depending on whether the container was purchased or rented.

Director Simpson said he could see removing the container but there would still be a slab. He asked if SLPOA would be willing to remove the slab if the container was removed. Mr. Drosd said he felt removing the slab was a reasonable request. He also said he thought he would inquire about placing the container on a bed of gravel. However, placement on the container on gravel vs. concrete could have some limitations that would have to be considered.

Director Simpson also asked about the extension of the paddle board racks. He said it wasn't clear where the rack extension would be added. Mr. Drosd said the extension would be added to the current racks in the direction towards the snack shack. He also said he had considered adding the additional racks to the side of the shipping container but that would depend on whether the storage container was rented or purchased.

Director McCormick asked if a building permit would be required. Mr. Drosd said he did not think a shipping container would need a building permit. Mr. Schultz was able to confirm that the container would not need a building permit. Director McCormick also asked if the container could handle the snow load. Mr. Drosd said the proposed container that would be provided by the local waste management company specifically stated that it was fortified for snow loads.

Director Lindquist said he was concerned that the appearance of the shipping container was not similar to other structures around the lake and that it could be an eyesore. For example, the container would need to be maintained to keep from getting rusty. The agreement would need to contain a formal acknowledgement that the container would be maintained.

Director Lindquist asked if the shipping container had been discussed with SLPOA and if it was the preferred alternative to a constructed shed. Mr. Drosd said there had only been an informal discussion but that the topic would be discussed at the next SLPOA meeting. Mr. Drosd said he would let the Board know at the next meeting what SLPOA's intention was.

Director Heald said her preference was for a permanent structure. She felt the storage container would be a real eyesore. Director McCormick also preferred a permanent structure but he was not against the storage container. However, before he would approve it, he would need to see a visual of how it would be camouflaged.

Mr. Drosd said he would take and discuss the following list with the SLPOA Board:

- maintenance and camouflage of the container
- gravel vs. concrete base
- attaching the paddle board racks to the side of the container or extending the current racks
- the type of camouflage that would be used on the container

Director Heald said, as a reminder, the Board had been very diligent in its analysis of docks and piers to make sure the structures blended into the environment. Mr. Drosd said he understood about the aesthetics and that the reason he thought of the storage container option was that it was less expensive and temporary. Director Lindquist suggested that SLPOA get community input because, if the container was not supported by the community, the community would be looking to the Water Board to make a decision based on the community input.

**V. Operations:** Mr. Schultz's revised operations report was presented to the Board for consideration and possible action. Mr. Schultz summarized the following:

- Things were going well at Donner Summit PUD
- He contacted CalFire about the District's defensible space maps and restoration work. He toured the chosen sites with Director Simpson and identified several additional sites that would be added to the 2020 season, if there was time. Otherwise, the additional sites would be added to the 2021 season.
- SLPOA had requested two more dog waste bins with the locations to be determined. He believed one would be located at the pump station on Serene Rd. and another across the lake to cover all four sides of the lake.
- The Fertilizer Use BMP memo was completed and sent to the original authors for review and a member of the community would also be reviewing the memo. The memo would be included in the annual billing.
- He said he met several times with the State Water Board representative over the past month in regard to bringing the well into production. He said the process would require the submission of plans before the purchase of improvements. But that the process did not appear to be onerous. He also said the well would probably be used during the installation of the new filters but didn't think the use would exceed the District's current 15 day limit. The public would only need to be notified if the 15 day limit was exceeded.
- He completed the District's Hazardous Materials Business Plan and submitted it to Placer County Environmental Health earlier that day.
- He completed and submitted the District's five year update of the Sanitary Sewer Management Plan. The update included updates to contact information and a few other minor items. In all, the plan had been well maintained by Mr. Quesnel so only minor updates were needed.

- He began the District's annual electronic reports to the State Department of Water Resources for Chemical Use and Chemical Monitoring of the wells and lake supplies, reports on release and bypass and expanded demographics.
- ACWA/JPIA was notified of the District's desire to purchase Dam Liability Insurance. Mr. Mitchell's comments resulting from his review of the proposal for Environmental Impairment Insurance were submitted to ACWA/JPIA and a response had been received earlier in the day. ACWA/JPIA's response was sent to Mr. Mitchell for review.
- Upgrades to the District's data system had been started. Most of the upgrade, buying the computer, getting the software and licenses installed, would be done in house and Ken Morgan from Great Basin Controls would perform the physical migration from Windows 7 to Windows 10.
- There were no sanitary spills in February.
- The RTU for the Parshall Flume was virtually complete. The last component to be installed was a battery. A new battery was being sent because the original battery was too small. The new battery was received too late in the day to be installed so it would be installed the following Wednesday.
- The Loprest Filter replacement was scheduled to begin on April 20, 2020, with a completion date of May 10, 2020.
- The District's water use was continuing to go down. Credit was given to the previous year's control of I&I; it had been very productive in reducing the District's water flows.

Director Simpson asked if water was going over the dam. Mr. Schultz said water had been going over the dam for about two weeks; typically water didn't start flowing over the dam until late April or May.

**VI.** The Consent Items Calendar was presented to the Board for action. The Consent Items Calendar included the minutes from the February 14, 2020 Regular Meeting; February 2020 Check Register; financial reports for the month ending February 29, 2020; and Disbursements for Board Approval. Director Simpson asked for clarification regarding the cost of the District website design/maintenance. Mrs. Nickerson said New Leaders, the District's website designer, had been working on the new autopay feature, the feature went live with Director Stockton being the first to sign-up. The remaining costs pertained to maintenance. She also said an issue with the software used to update the website caused a conflict resulting in multiple accounts being setup for each property. The website designers were able to identify the problem and programmed safeguards to stop the problem. In response to Director Simpson's comment regarding the spreadsheet, Mrs. Nickerson said there were a few cells that had formula problems but that the formulas had been corrected. Director Simpson also noted that an additional invoice for legal fees had been added to the list of Disbursements for Board approval.

**A motion was made by Director Stockton and seconded by Director Lindquist to approve the consent items calendar.** The motion passed by a unanimous rollcall vote: Directors Simpson, Stockton, Lindquist, Heald and McCormick.

**VII. New Business:**

A. A request from James Jenkins for a dock permit at 5947 Hemlock Drive was presented to the Board for consideration and possible action. Mr. Schultz said the original proposal was for a 160 square foot "T" shaped dock with ladders. The original proposal had been rejected

but the revised proposal still contained an “L” shape at the end. Mr. Jenkins was told the dock could not be “L” shaped, “T” shaped or have ladders. Mr. Schultz also said he sent a copy of the District’s ordinance to Mr. Jenkins that stated docks could not have permanent footings in the lake and that shiny surfaces had to be coated. Mr. Schultz asked if the Board had any further requirements. A revised proposal from Mr. Jenkins would be brought back to the Board for approval.

**VIII. Old Business:**

A. SLPOA’s Lot 1 storage presentation was discussed at the beginning of the meeting.

B. Mr. Schultz’s Insurance Proposal Presentation was discussed as part of his Operations Report and approval had been postponed to the April Meeting. Director Heald asked Mr. Mitchell to send her copies of his comments. She had her own comments and wanted to compare them to Mr. Mitchell’s

**IX. Administration:**

A. A list of Follow-up Items from the February 14, 2020, Board meeting was presented to the Board for consideration and possible action.

- Item 1: Pictures/Bios for website – ongoing.
- Item 2: Update District Election process before 2020 election. Mr. Mitchell said he was waiting until after the March election before setting up a meeting.
- Item 3: Contact Placer County Election to determine a point of contact. Mrs. Nickerson reported that she had sent two separate emails to people previously involved with no response.
- Item 4: Mr. Schultz said he had collected all the information to propose an outline of potential issues for the District in the event of a weeklong power outage. Mr. Schultz said he expected to have a draft to the Board by the April meeting.

B. The Status of Action Items remaining as of the December 2019 meeting was presented to the Board for consideration and possible action:

- Item 1: Best Management Practices – Mr. Schultz said he was 90% complete.
- Item 2: AMR Data Collection and Analysis – Mr. Schultz said the item was scheduled for this summer.
- Item 3: Policies & Procedures Review – ongoing – due August 2020
- Item 4: Insurance Coverage Review – Mr. Shultz said the item was 99% complete but anticipated it would be completed at the April meeting once Mr. Mitchell had time to review ACWA/JPIA’s response.
- Item 5: Ownership of the Dam – Director McCormick was conducting a title search. He received a copy of the title policy that the Truckee Donner Land Trust received. He said there were a couple of documents that might include a right but that there were no easements. His thought was that the District did not have a written agreement, license, grant or easement from the prior owner of the property that would establish the District’s right. Director McCormick would continue his research.
- Item 6: Upcoming Meter Rates –Mr. Schultz said he anticipated having a draft of a plan to discuss new rates by the May meeting. Director Lindquist asked about using

Microsoft Project for tracking the progress of establishing metered rates. Mr. Schultz said both he and the District had a copy of Microsoft Project.

**X. CLOSED SESSION:** A Closed Session was scheduled pursuant to Government Code Section 54956.9(d)(2). Conference with Legal Counsel to discuss the anticipated litigation, significant exposure to litigation pursuant to paragraph (2) of subdivision (d) Section 54956.9: one potential case – Threat of litigation by George Carmen’s email dated 12/2/19 (Section 54956.9(e)(5)).

Mr. Schultz proposed removing Closed Session from the agenda. He said he received some verbal communication from the County Road Department but nothing in writing. The item was tabled until April. Mr. Mitchell said he contacted the Deputy County Counsel but had not received a response.

**XI. Adjournment**

**A motion was made by Director Stockton seconded by Director Lindquist to adjourn the meeting.** The motion passed by a unanimous rollcall vote: Directors Simpson, Stockton, Lindquist, Heald and McCormick. The meeting was adjourned at 6:45 PM local time.

The minutes were approved at the Regular Meeting held on April 10, 2020, as part of the Consent Items Calendar. A motion was made by Director Simpson and seconded by Director Heald to approve the Consent Items Calendar. The motion passed by a unanimous rollcall vote: Directors Stockton, Simpson, McCormick, Heald and Lindquist.