

## **UVSD Special Board Meeting March 28, 2018**

**1. CALL TO ORDER** by Chair McNerlin at 6:00 p.m.

Pledge of Allegiance

Roll call by Chelsea Teague; Chair McNerlin, Vice-Chair Reed, Director Marshall, and Director Wipf present. Director Bawcom arrived at 6:05 p.m.

### **2. Public Expression**

Don Crawford discussed ads re: UVSD and comments that he would like to know who paid for the ads. Mr. Ross discussed that it is important to have transparency and comments that there is a lot of animosity.

### **3. DISCUSSION AND POSSIBLE ACTION: BROWN ACT VIOLATIONS BY BOARD**

Chair McNerlin addressed this item and discussed the Brown Act. The emails between Chair McNerlin and Director Bawcom were available to the public. Mr. Losak stated that he is there if anyone has any questions regarding the Brown Act. Mr. Rapport and Mr. Kennedy addressed the emails re: Julie Bawcom and Brown Act violations. Discussion amongst the Board. Chair McNerlin advised the Board to use caution and conservatism when it comes to Brown Act violations.

### **4. DISCUSSION ONLY: BOARD MEMBERS ACTING IN AN ADMINISTRATIVE CAPACITY WITHOUT BOARD DIRECTION OR APPROVAL**

Chair McNerlin addressed this item and reviewed what the role of a board member is versus staff. Don Crawford addressed his email that he wanted on the agenda. Mr. Kennedy made comments re: UVSD Board and administration. Discussion amongst the Board.

### **5. DISCUSSION AND POSSIBLE ACTION RE: UKIAH GUN CLUB**

Chair McNerlin addresses this item as well. Following, Mr. Losak discussed this item re: what the ordinance and policy states. Directors of the Ukiah Gun Club, Mase and Eric Cline, addressed the letter sent to UVSD Board and their potential plans for an ADA compliant restroom. Discussion amongst the Board. Motion to draft a resolution to present at the next regular meeting (April 11, 2018) to provide a waiver for the Ukiah Gun Club by Vice-Chair Reed, seconded by Director Wipf, all in favor.

### **6. DISCUSSION AND POSSIBLE ACTION TO RECRUIT CONTRACTOR TO CALCULATE CUSTOMER BILLING RE: F.Y. 18-19**

Director Bawcom addressed this item. Discussion amongst the Board and Administrative Assistant, Chelsea Teague. There was discussion re: how the sewer bills are averaged and how many months of water usage is taken into account to determine sewer bills. Don Crawford comments that the three month average should stay the way it is because it is more accurate than that of a one or two month average. Mr. Crawford also mentioned that he is in favor of the recruitment, as this process is very important to the ratepayers. Motion to direct staff to

get out an RFP to recruit contractor to calculate customer billing re: F.Y. 18-19 by Director Wipf, seconded by Director Marshall, all in favor.

#### **7. DISCUSSION ONLY: 2018/19 JOINT BUDGET UPDATE**

Chair McNerlin addressed this item. Discussion amongst the Board. Mr. Buffalo discussed this item and the Budget Development Schedule that he drafted and handed out to the Board.

#### **8. DISCUSSION ONLY: DISTRICT MANAGER REPORT**

Chair McNerlin addressed this item and discussed some projects in which the District Manager, Joseph E. Tait, is working on. Board Discussion.

#### **9. DISCUSSION AND POSSIBLE ACTION: RECRUITING OF AUDITOR**

Chair McNerlin addressed this item. Discussion amongst the Board. Motion to direct staff to put together an RFP for an Auditor by Director Marshall, seconded by Director Wipf, all in favor.

#### **10. DISCUSSION AND POSSIBLE ACTION: DUAL SIGNATURES ON DISTRICT CHECKS (ANDREA REED)**

Vice-Chair Reed addressed this item. UVSD Administrative Assistant, Chelsea Teague, explained why dual signatures on checks would be unreasonable. Discussion amongst the Board. Don Crawford made comments re: what the County requires for disbursement of checks. No action taken- direction given to the Governance Committee.

#### **11. CLOSED SESSION – CONFERENCE WITH LEGAL COUNSEL**

Report out: Direction given to staff.

#### **12. ADJOURNMENT**

Meeting adjourned at 8:40 p.m.