

Minutes
WASHINGTON COUNTY WATER DISTRICT
Regular Meeting
October 10th, 2019
6:15 P.M.
At The **SCHOOL**

Please Note: In compliance with the Federal "Americans with Disabilities Act", any person who requires special accommodations in order to attend or participate in the meeting, please contact 265-4720 - prior to the meeting.

APPROVAL OF THE AGENDA. K. KOZLOSKI, MOTIONED FOR APPROVAL, C. JACKSON 2ND, ALL APPROVED.

APPROVAL OF THE MINUTES FROM SPECIAL MEETING ON OCT 4TH, 2019. KASS. K MOTIONED, D. SHIPLEY 2ND, ALL APPROVED.

Fire Department Meeting General

Public Comment

General Public Comment time (not related to existing agenda items) allowed on subjects relating to the water agency and/or Fire Department, total elapsed time **15 minutes, 3 minutes per individual speaker.**

- I. Monthly Fire Chief's Report (Department Representative): Read by Doug Cole . *see attachment*
 - A. **RESCUE PROTOCOL COOPERATIVE AGREEMENT: will be reviewed at a later date with Captain Stewart.**

Closure of the Fire District Meeting: **Kass. K motioned , D Shipley 2nd, all approved.**

Water Agency Meeting

Public Comment

General Public Comment time (not related to existing agenda items) allowed on subjects relating to the water agency and/or Fire Department, total elapsed time **15 minutes, 3 minutes per individual speaker.**

- I. **Monthly Reports**
 - A. **Director's Announcements (Directors)**

October 10, 2019

Captains report:

Since my last report there have been a total of 2 calls, some of these fall under multiple categories.

2 Medical aid calls, 1 was a water rescue medical aid, both of these were transported by ground ambulance.

[1-From dispatch to responding 6 minutes, at scene in 18 minutes, 1 personnel was committed for 42 minutes.]

[1-From dispatch to responding 5 minutes, at scene in 36 minutes, 3 personnel were committed for 3 hours and 9 minutes.]

This was a multi-agency response of NCCFD Bat-2, R-84, CAL-FIRE E-2352, CHP H-20, & H-24, SNA MED-1 and SQU U-21 & U-92 from the east side of the summit.

Doug Cole

Captain, Washington Fire & Rescue:

B. Operation's Report (A. Boyle, Kass. K., T. Jackson) request for supplies and a possible generator or back up power at the plant in case of emergency power outages. We have acquired some of the priority tools to clear the water line. Dealing with and distributing the proper notices and paperwork to residents after power outage. Brad F. list for supplies. Get price list together for board members.

C. Bookkeeping Report (C. Jackson, D. Shipley)see attachment for Warrants, Kass K . motioned, Amy B. 2nd, all approved. Working on new spread sheet for bookkeeping. Getting balance on meter readings done and giving to CPA.

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**SPECIAL DISTRICT
PAYMENT REQUEST
County of Nevada
State of California
Office of the Auditor/Controller**

District: WASHINGTON COUNTY WATER DISTRICT

Page: 1 of 1

Organization Code: 6713000009310000

Payroll Batch YES NO

Batch No.

Routing email: riverrestcampground@gmail.com

I will pick checks up at AC office

Vendor No.	Vendor Name	Amount	District Use
	Amell Construction	\$ 3,244.00	Inv 39901 & 39002
00000792	AT&T	\$ 100.00	530 265-0580 816 3
00003781	Cranmer Engineering	\$ 40.00	Inv GB110469
00000642	Cranmer Engineering	\$ 35.00	Inv GBH10470
00000642	Cranmer Engineering	\$ 35.00	Inv GBH10471
00000103475	Colantuono, Highsmith & Whatley PC	\$ 270.00	Inv. 40276
00005720	Nevada County Dept. Environmental Health	\$ 1,681.74	Inv. IN0030462
00001257	Hach	\$ 156.89	Inv. 11537791
00001599	Hills Flat Lumber	\$ 848.79	Acct 4497 Rpr & Maint
107950	Hughes Net	\$ 114.24	Internet Service August
00004025	Alexina Patterson	\$ 1,575.00	August 23 - September 13, 2019 Svcs
00002351	Pacific Gas & Electric	\$ 12.00	6127729064-1
110277	Robinson Enterprises	\$ 200.00	Fuel 09/01 thru 09/30/19
00006065	Petty Cash	\$ 492.87	Classes, fuel, oil change, camera bal.
108021	Rose Water System	\$ 55.00	Inv 973
		\$ 8,860.53	

I hereby certify upon my own personal knowledge that the articles or services specified above have been delivered or services performed have been approved by the District Board.

10.10.19

Date

Approved for Payment:

Karen Redder
Member Representative

Approved for Payment:

Ami Buge
Member Representative

The above claim is approved for payment subject to availability of funds.

Marcia L. Salter, Auditor/Controller

By
DEPUTY AUDITOR

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**SPECIAL DISTRICT
PAYMENT REQUEST
County of Nevada
State of California
Office of the Auditor/Controller**

District: WASHINGTON COUNTY WATER DISTRICT

Page: 1 of 1

Organization Code: 6713000009312000

Payroll Batch YES NO

Batch No.

Routing email: riverrestcampground@gmail.com

I will pick checks up at AC office

Vendor No.	Vendor Name	Amount	District Use
00000792	AT&T	\$ 100.00	530-265-4720 053 6
00002351	Pacific Gas & Electric	\$ 53.38	4972894369-4
110277	Robinson Enterprises	\$ 50.00	Fuel 09/01 thru 09/30/19
		\$ 203.38	

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10.10.19

Date

Approved for Payment:

Kars Kudala
Member Representative

Approved for Payment:

Ann Barger
Member Representative

The above claim is approved for payment subject to availability of funds.

Marcia L. Salter, Auditor/Controller

By _____

DEPUTY AUDITOR

D. Software update (Kass. K., C. Jackson) Board will acquire Quick books and a tablet for T. Jackson for meter readings, more accurate data. K. Kozloski Motioned C. Jackson 2nd All Approved

E. Grant updates (W. Helm, Kass.K)

II. New Business: for information, discussion and possible motion

A. Pass out new structure chart for review for Paul Rose for finalization. Review correspondence to and about Paul Rose. (All Directors) **submitted.**

B. Getting a credit card for Ops Manager for larger purchases such as a needed generator, chemicals for maintaining equipment, etc (all directors) **D. Shipley and T. Jackson will speak with the county on Tues 10.15.19**

C. Hire or get a volunteer electrician to set up generator and lighting improvements in holding tank area of the plant. (Amy B., T. Jackson) **deferring until we look into alterative power options and costs**

D. Update on Grants (W. Helm , K. Kozloski) **deferring until a later date**

E. Guidance for contact with General Manger by all Board Members and Paul Rose (W. Helm) **decided appropriate hours of OPS to return calls and correspondence, be available. W. Helm responded by email see attachment.**

F. Status of Billing on Overages (C. Jackson , D. Shipley) **the WCWD can bill in this way as of the next business period due to the amazing progress C. Jackson and D. Shipley have made in the billing spreadsheets and formulas.**

G. Communication to all Board Members (W. Helm.) **reviewed assignments and tasks. W. Helm responded by email see attachment.**

H. Discuss and Terminate Jessica Price Relationship (C. Jackson) **Agreed relationship should be terminated, making sure it's good enough to ask for missing information which we will be expecting.**

I. Discuss Change in President Position. (C. Jackson) **potential conversation was not addressed due to President resignation. See attachment.**

III. Old business: for information, discussion and possible motion.

- C. Brad Faltersack's contract so he can be paid for services (A. Boyle , T. Jackson) discussed Walter H. lack of follow thru on his assigned tasks, he wouldn't share or delegate , Brads contract still isn't written; Kass K. to follow-up
- D. Posting of assistant position. (C. Jackson)Posted
- E. Cal OES Repair funds (K. Kozloski)Kass. K. is following up on these monies.

Correspondence: Amy B. emails from Walter H. ; Kass. K email from Walter H. and P. Rose

IV. Close of the Water District Meeting

- V. **CLOSED SESSION: Nevada County Grand Jury Questions follow-up progress. , especially in bookkeeping areas.T. Jackson gave all Board members copies to review again to answer pending questions; Kass K. Is asking for an extention.**

IF ANY BOARD MEMBER NEED TO ATTEND THE MEETING VIA CONFERENCE CALL, OR ANYONE WISHING TO JOIN THE MEETING BY CONFERENCE CALL CAN DIAL 712-770-5505 WITH THE CODE OF 369-457# FOR ALL BUT CLOSED SESSIONS.



October 11, 2019

To: Washington County Water District via email to General Manager

Subject: Resignation

Effective immediately, I hereby resign from the Washington County Water District Board

After almost two years on the Board, most of which as President, I have decided to resign.

Primary reasons for resignation:

- Cut off from direct communication with the General Manager for agenda changes, correction of minutes, discussion of critical information for water quality and potential grants. No Board Member should be allowed to interfere or screen contact with the General Manager by another Board Member.
- Some Board Members jeopardizing \$1,480,000 in very high probability grants from Cal Water due to non-cooperation with Rose Water Systems.
- Refusing to allow direct contact from Rose Water Systems for free technical assistance to verify the operation and state compliance during our transitions with our new operator. Paul Rose, at no cost to the board, developed our Capital Improvement Program on which the pending grants for approximately \$1.5m with Cal Water have been based. He alone understands our system and needs better than any other member of our community.
- Lack of cooperation and communication from other Board Members which resulted in my trying to keep some bookkeeping ongoing for payroll and bill payment resulting only to find out that was not necessary.
- Attempts to circumvent our legal requirement to maintain our billing for usage.
- Lack of confidence in my leadership and total disregard for progress with grants.

Walter Helm
California Broker of Record for SVN | SFRHub
License ID: CA DRE 00831747
3900 Knollwood Ct.
Sacramento, CA 95821
P. 916-920-4432 | C. 916-769-2303
walter@svn.com | www.svn-walterhelm.com

Walter's statements for the minutes

1 message

kassk1979@gmail.com <kassk1979@gmail.com>
To: Washington Water District <washingtoncowtr@gmail.com>

Sun, Oct 13, 2019 at 6:08 PM

Please see that my comments at today's meeting are in the official minutes:

E. Guidance for contact with General Manger by all Board Members and Paul Rose (W. Helm)**All Board members should have unlimited and direct access to General Manager at all times, that is part of the job. No other Board Member should be allowed to interfere or screen contact. I asked for a call back and got an email from Amy that did not address all of the issues I wanted to discuss nor did the items I wanted on the Agenda get placed. Also corrections to the prior minutes was not addressed. This also delayed our timely response to the pending grants from Cal Water. Paul Rose should have unlimited contact with General Manager as he has been providing assistance at no cost for many months to make sure we remain in compliance during the recent transition. Paul Rose also, at no cost to the board, developed our Capital Improvement Program on which the pending grants for approximately \$1.5m with Cal Water have been based. He alone understands our system and needs better than any other member of our community. I believe the recent quality issue on Maybert (brown water) is a direct result of refusing his guidance and advice over the last month.**

G. Communication to all Board Members (W. Helm.) **Board members should communicate via email (so a record is kept and compliance with Brown Act is monitored) on all critical issues in a timely manner. For example when the finance committee failed to inform the President on the progress and communications or lack thereof with the most recent bookkeeper the President assumed that nothing had been decided so he communicated to the bookkeeper that could not cancel her contract and leave us without a bookkeeper so that at least the minimum payroll and urgent bills were covered.**

--
Kass Kozloski



Tina

1 message

Amy Boyle <jeepamy41@gmail.com>

Thu, Oct 3, 2019 at 2:10 PM

To: walter@svn.com

Hi Walter,
I hope all is well. Tina said you wanted her to call you but she is off the clock today now. We are trying to avoid more overtime for her. she did the rounds and some office work and she's done for the day . Is there something I can help you with since I am overseeing her?

Amy



Tina

1 message

Thu, Oct 3, 2019 at 3:10 PM

Walter Helm <walter@svn.com>

To: Amy Boyle <jleepamy41@gmail.com>

Hi Amy: Yes I wanted her to put something else on the agenda for tomorrow (billing and dealing with Paul Rose) and wanted to get it in before the 24 hour deadline. Also to ask her to update the minutes with the Charity's comments and to correct the record to indicate that the board did not officially agree to anything regarding billing except that in order to get the billing out for September to initially do just a flat rate billing as the bookkeeper did not seem able to do any more than that.

I also wanted to talk to her about the lack of communication with Paul Rose and if she was told not to talk or respond to his emails. Also why Brad started talking to him and then stopped. Unfortunately Tina does not know any of the history with Paul Rose and what he has done to keep the District legal and operational for many years, much with no compensation. Anything Paul wants or asks for should be immediately responded to, failure to do so jeopardizes our entire existence. Paul has offered his advice to Sara and the board over the past two years I have been on the board at no cost. He has driven down from Reno to attend meetings at no cost to us. He developed our Capital Improvement Plan (attached) at no initial cost to the District (hopefully he will be compensated with the planning grant currently being considered by Cal Rural Water), without him we would not have any potential grants from Cal Water which are critical to our survival.

Paul Rose has been tireless in his assistance and support of the District and getting Sara certified so we did not have to pay him a monthly fee to be our operator. I consider him a true friend of the board who had spent many hours helping us. He has received some money from grants he has supervised but the amounts have been small and he is not making much working with us. When Sara decided to leave he help us in the search for a temporary operator and continues to offer free support to the District. It is my hope that when we get some of the grants from Cal Water that Paul will be the project manager so he can get paid for his many hours.

Finally Tina works for the board and should respond directly to any board member that calls or emails her. When I call her I expect a call back as soon as she is able as it is often a time sensitive issue. You are her designated supervisor and she is free to share everything with you, however you are not to screen or interfere with her interaction with any board member as that would be a direct violation of the Brown Act.

Please let me know if you have any questions,

Walter

SVN | Walter Helm

California Broker of Record for SVN | SFRHub

Phone (916) 920-4432 | Cell (916) 769-2303

Walter@svn.com CA DRE Lic No. 00831747

SVN-WalterHelm.com | www.svn.com | [SVN Difference 2017](#)

"All SVN Offices Independently Owned and Operated."



<https://www.youtube.com/watch?v=xFiKibpkWo>

https://www.youtube.com/watch?v=4t_kD8Wggwo



Tina

1 message

Amy Boyle <jeepamy41@gmail.com>

Thu, Oct 3, 2019 at 7:20 PM

To: Walter Helm <walter@svn.com>

We can talk about Paul Rose another time. And it's not as simple as just adding something to the agenda! She has to go repost it in three places and the 24 hour clock starts over.. yes she will respond to board members but to expect her to be available 24 hours a day for any thing that you (or any of us) need is not feasible or realistic. If we need to call another meeting we can do that or we can add it to the agenda for October's next meeting. I do not want to waste her time by reposting and reposting and reposting agendas. She is very busy doing many many things. I hope you understand. We made the task list and assignments to make things more clearer and easier to get things done on the board. It certainly doesn't save time (or money) when you're stepping on people's toes and confusing things and making more work. Please let Tina know what you want her to add to the agenda for the next meeting in October.

Thanks,

Amy

[Quoted text hidden]



Tina

1 message

Walter Helm <walter@svn.com>

Fri, Oct 4, 2019 at 3:35 PM

To: Amy Boyle <jeeepamy41@gmail.com>

Thanks for your response.

We need to talk about Paul Rose now, we are at a critical stage, if we do not respond to all of his requests there is a high probability that Cal water will go to the next project and come back to us months later at best and worse drop us completely. Without their grants, which we have been working on for over a year, we will not be able to improve our system.

Please let me know if you have any questions or concerns about this.

Thanks, Walter

[Quoted text hidden]

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10.10.19

Date

Approved for Payment:

[Signature]
Member Representative

Approved for Payment:

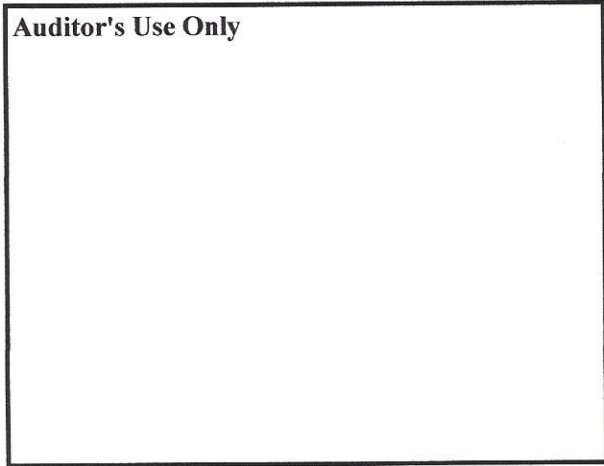
[Signature]
Member Representative

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Marcia L. Salter, Auditor/Controller

By

DEPUTY AUDITOR



**SPECIAL DISTRICT
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District: WASHINGTON COUNTY WATER DISTRICT

Page:

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10.10.19
Date

Approved for Payment: Kas Koolah
Member Representative
Approved for Payment: Ann Bager
Member Representative

Marcia L. Salter, Auditor/Controller
By _____
DEPUTY AUDITOR