

AGENDA
WASHINGTON COUNTY WATER DISTRICT
Regular Meeting
June 13, 2019
6:00 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 - 24 hours prior to the meeting.

APPROVAL OF THE AGENDA

APPROVAL OF THE MINUTES FROM REGULAR MEETING –MAY 9, 2019

PUBLIC COMMENT

This portion of the agenda is reserved for the public to discuss matters of interest, within the District’s jurisdiction, which are **not on the agenda**. For public comment on items not on the agenda, no action may be taken by the Board, except to refer the matter to staff and/or place it on a future agenda. It is in the best interest of the person speaking to the Board to be concise and to the point. **A time limit of Three minutes per individual will be allowed.** Visitors are reminded to please refrain from making comments or talking amongst themselves while the meeting is in progress.

Public comments may be made when a Discussion/Action Item is being discussed, provided the visitor raises his/her hand **and** is recognized by the President and states their name for the record prior to comments. Please note that the meetings are recorded.

Fire Department Meeting

- I. Monthly Fire Chief’s Report (Department Representative)
 - II. WNCFA update (D. Cole)
 - III. Report on Fire Wise Coalition (R. Gotham)
- Closure of the Fire District Meeting

Water Agency Meeting

- I. **Monthly Reports**
 - A. Finance Coordinator Report and Approval of Warrants (Directors)
 - B. Director’s Announcements (Directors)
 - C. System Operations Report: (S. Rowland)
 - D. Meter Report (D. Askew)

 - II. **Old business: for information, discussion and possible motion.**
 - A. discuss and decide Forgiveness requests (ALL)
 - B. website update (K. Kozloski)
 - C. CABY/ other grant opportunities update (W. Helm)
 - D. update on billing/software (K. Kozloski/ J. Price)
 - E. Rate concerns and Meter Installations at River Rest & Pine Aire (W. Helm)
- New Business: for information, discussion and possible motion**
- A. Appointment of new Fire Chief (W. Helm)

B. Amendment to Policies and Procedures for Late fee, dishonored check fee and interest on delinquent accounts. (W. Helm)

Amendment to Policies and Procedures, Paragraph 9, B

Existing:

“Payment of Bills

WCWD bills will be mailed monthly and will be due and payable immediately. Accounts that are 30 days old will be subject to disconnection for non-payment. “

Shall be replaced with the following:

WCWD bills will be mailed monthly and will be due 30 days after the mailing date. Water bills not paid on or before the first day of the calendar month after the due date, shall incur a penalty of ten percent (10%) on the current balance in addition to being subject to disconnection for non-payment. The District also shall impose interest at the rate of one-half of one percent per month on the delinquent balance and basic penalty, which shall accrue until the outstanding balance of all charges, penalties and interest are paid in full. (Gov’t Code section 54348.)

A charge equal to charges incurred by the Water District shall be paid for each check tendered as a payment to the District that is not honored by the bank. If the dishonored check was paid to avoid disconnection of service, then the responsible party will be contacted immediately and given two (2) days to honor the check. If the District receives two dishonored checks a cashier’s check of all future utility bills may be required.

C. Amendment to Policies and Procedures for Resolving Delinquent Accounts (W. Helm)

Amendment to Policies and Procedures, Paragraph 10, B

Existing:

“Resolving Delinquent Accounts

To qualify for reconnection, or to avoid disconnection, the customer must be in good standing with their account; this is done as follows:

By paying all past due amounts, including disconnect, reconnect and lien charges, if applied, or by paying 10% (ten percent) each month of the outstanding balance, while continuing to pay the ongoing monthly bills as they become due. The 48-hour shut-off status remains in full effect until the delinquency is satisfied in full. Thus any delinquency of either the monthly 10%, or normal monthly payments will result in disconnection.”

Shall be replaced by:

Resolving Delinquent Accounts

To qualify for reconnection, or to avoid disconnection, the customer must be in good standing with their account; this is done as follows:

By paying all past due amounts, including disconnect, reconnect, late fee, interest and lien charges, if applied, or by entering into a payment plan which will require paying 10% (ten percent) each month of the total outstanding balance at time the payment plan is signed, while continuing to pay the ongoing monthly bills as they become due. The 48-hour shut-off status remains in full effect until the delinquency is satisfied in full. Thus any delinquency of either the monthly 10%, or normal monthly payments will result in disconnection

- D. Review, Discuss and adopt preliminary 2019-20 Water & Fire budget (W. Helm)
- E. XiO Telemetry Proposal (W. Helm)

Correspondence

- Letter from Customer

CLOSED SESSION- Personnel Matters

Close of the Water District Meeting