

**SPECIAL MEETING OF THE BOARD OF DIRECTORS
GROVELAND COMMUNITY SERVICES DISTRICT
GROVELAND, CALIFORNIA
January 17, 2018
11:00 a.m.**

The Board of Directors of Groveland Community Services District met in special session on the above mentioned date with Directors Robert Swan, President, John Armstrong, Vice President, Spencer Edwards, and Janice Kwiatkowski, being present. Also present was Acting General Manager Jennifer Flores and Administrative Services Technician Amanda Livingston.

Call to Order

Director Swan called the meeting to order at 11:00 am.

Agenda Approval

Motion

Director Armstrong moved, seconded by Director Edwards, and the motion passed unanimously to approve the agenda as written.

Action Items to be Considered by the Board of Directors

Discuss Proposals Received in Response to the RFP the District Issued with Regard to Interim General Manager Services and Consider for Approval Selecting One of the Firms

Director Edwards presented the item to the Board. He stated that District staff sent out two RFP's and only received one proposal from Kampa Community Solutions. Director Kwiatkowski stated that she followed up with the other firm and the employee the email was sent to retired. A discussion ensued between the Board, staff, and public.

Motion

Director Swan moved, seconded by Director Armstrong and the motion passed unanimously to direct the committee to reissue the RFP to all the candidates the District initially submitted to with the exception of Kampa Community Solutions, with a deadline of January 26th at 12:00 p.m.

Discuss and Determine Method by Which Vacant Board Seat will be Filled

Acting General Manager Jennifer Flores presented the item to the Board. She stated that there are a couple of options available to the Board to fill the vacancy. The first would be to appoint a new Director within sixty days from January 5th. The other option would be for the Board to call for a special election. If the Board does not appoint or call for a special election, the County Board of Supervisors may appoint a replacement for the vacant seat.

Motion

Director Swan moved, seconded by Director Armstrong, and the motion passed unanimously to proceed to organize an appointment process to fill the vacant Board seat.

The Board directed staff to advertise the vacancy in the monthly billing, on the website, the Highway Herald, and various locations around town. The deadline for turning in applications was set for February 14th at 4:00 p.m. A special meeting will be held on February 17th at 6:00 p.m. to interview and possibly appoint a candidate to the vacant seat.

Information Items

Discuss Search for Backup Water/Wastewater Treatment Operator

Ms. Flores provided an update regarding the search for an additional back up treatment operator. She introduced Chief Plant Operator Greg Dunn who answered questions from the Board and public regarding the District's plant operator requirements.

The Board directed staff to try to find a backup operator and to also get the current salary schedule from TUD.

Sewer Rate Study Update

Ms. Flores presented the item to the Board. She stated the attached packet contains the revised numbers from Bartle Wells Associates. A discussion ensued between the Board, staff, and public.

Discuss Potentially Changing the Date and Time of the Regular Board Meeting

Director Swan presented the item to the Board. He stated that at the last meeting the response from the public was to hold the regular meeting on a Thursday evening. A discussion ensued between the Board, staff, and public.

The Board directed staff to add this as an action item to the next Regular meeting agenda.

The Board convened into closed session at 12:21 p.m.

Closed Session

A. Public Employee Appointment (Pursuant to Govt. Code Sec. 54957)

Title: General Manager

Director Armstrong left the meeting at 1:16 p.m.

The Board reconvened into open session at 2:38 p.m.

Report out of Closed Session

No Report.

Adjournment

Motion

Director Swan moved, seconded by Director Edwards, and the motion passed to adjourn the meeting at 2:39 p.m.

Ayes: Directors Swan, Edwards, and Kwiatkowski

Absent: Director Armstrong

APPROVED:



Robert Swan, President

ATTEST:


Jennifer Flores, Board Secretary