



PRESIDENT: Leslie Hill **VICE PRESIDENT:** Donald Murphy
BOARD OF DIRECTORS: Jason Grima, Bianca Vasquez

REGULAR BOARD MEETING

Date: **October 22, 2025**
Where: SCWD Office, 1898 W. Main Street, Seeley CA 92273
Time: **4:30 PM**

IN COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT, IF YOU NEED SPECIAL ASSISTANCE TO PARTICIPATE IN THIS MEETING, PLEASE CONTACT THE GENERAL MANAGER AT, (760) 425-0041. NOTIFICATION 48 HOURS PRIOR TO THE MEETING WILL ENABLE SCWD TO MAKE REASONABLE ARRANGEMENTS TO ENSURE ACCESSIBILITY TO THIS MEETING [28CFR 35.102-35.104 ADA TITLE II]

- A. CALL TO ORDER
 - PLEDGE OF ALLEGIANCE
 - QUORUM – ROLL CALL
- B. DISCUSSION OF AGENDA
 - 1. Items to be pulled from the Action Calendar.
 - 2. Items to be pulled from the Discussion Calendar.
 - 3. Emergency Items to be added.
 - 4. Approval of the agenda.

C.	PUBLIC APPEARANCES
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- 1. Matters not appearing on the agenda. If you wish to address the BOARD OF DIRECTORS concerning any item within the BOARD'S jurisdiction, please raise your hand and be acknowledged by the BOARD PRESIDENT, and at that time state your name and address for the record. The BOARD PRESIDENT reserves the right to place a time limit on each person's presentation of three (3) minutes. It is requested that longer presentations be submitted to the BOARD OF DIRECTORS in writing.
- 2. Matters appearing on the agenda. If you wish to address the BOARD OF DIRECTORS concerning any item appearing on the agenda, please raise your hand and be acknowledged by the BOARD PRESIDENT, and at that time state your name and address for the record. The BOARD PRESIDENT reserves the right to place a time limit on each person's presentation of three (3) minutes.

D.	REPORTS
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- 1. Director's Reports
 - a. Requests for Future Agenda Items
- 2. General Manager's Staff Report
 - a. **Fire Safety Inspection**
The inspection concluded with four corrective actions to be taken by SCWD Staff. 1). Marking Access Doors 2). Address Identification 3). Security Gates – approved means of emergency entry 4). Cover Electrical Devices

b. Annual Independent Audit

The annual audit by an Independent Certified Public Accountant has begun. With reports such as bank statements, the Income Statement, Balance Sheet, Accounts Payable Report, Bank Reconciliation Reports, Check Register Reports, and IRS Form 941, being reviewed. The second phase has not begun, and will include performing audit procedures, evaluating internal controls, assessing risks, and ultimately forming an independent opinion on the District's financial statements.

c. Upcoming Projects for Seeley County Water District

E.

CONSENT CALENDAR

All items appearing under the "Consent Calendar" will be acted upon by the Board by one motion without discussion. Should a Board member or other person request that any item be considered separately that item will then be taken up at the time as determined by the Board President.

1. Financial Reports

- a. Accounts Payable -September-October 2025
- b. Routine Demands -September-October 2025

2. Approval of the Minutes REGULAR MEETING:

- a. September 24, 2025

3. Authorization of Administrative Pay for Board President

Authorize payment of up to four (4) days of administrative pay for the President of the Board for the month of October 2025

- 4. AvidWater, LLC** – For transparency, the Board is advised of the emergency purchase of a distribution flow meter (GEM-0800 magmeter, flanged 8") plus necessary parts at the Water Treatment Plant in the amount of \$4,180.13, completed under emergency authorization by the General Manager. The previously approved pump rental in the amount of \$4,797.75 is also included for reference. Total project cost for the emergency replacement project: \$9,447.13. Plus an additional day of the pump rental \$1,1193.41

- 5. Cristerna Electro Services, LLC** - for Aerator #2 at the Wastewater Treatment Plant Oxidation Pond maintenance and repair. Total in the amount of \$2552.00

- 6. CNS Signs** – for the total cost for the site location name and address signage, completed in response to Fire Inspection corrective actions, was \$1,217.81. The consent agenda previously reported \$600 (9/24/25), which represented the 50% down payment. The remaining balance of \$617.18 brings the total project cost to \$1,217.81.

- 7. Cholla Construction, LLC** – This item provides an update to the previously approved service proposal for cleaning six manholes and the sewer main, including the removal of the Muffin Monster (grinder). The original project budget of \$12,000 is being increased by \$3,000 to include a budget cushion, bringing the total authorized amount to \$15,000.

F.	ACTION / DISCUSSION
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F-1. SUBJECT: DISCUSSION/ACTION: APPROVAL OF RESOLUTION NO. 102225-01 FOR A FUNDING AGREEMENT WITH THE COMMUNITY AIR PROTECTION INCENTIVES PROGRAM (YEAR 6 URBAN GREENING)

1. APPROVE RESOLUTION 102225-01

F-2. SUBJECT: DISCUSSION/ACTION: APPROVAL OF RESOLUTION NO. 102225-02 FOR THE SEELEY COUNTY WATER DISTRICT JOHN ROBERT BATES MEMORIAL PARK USE POICY

2. APPROVE RESOLUTION 102225-02

F-3. SUBJECT: DISCUSSION/ACTION: APPROVAL OF RESOLUTION NO. 102225-03 ESTABLISHING THE LEAD FINANCE & ADMINISTRATIVE COORDINATOR POSITION AND ADOPTING JOB DESCRIPTION

1. APPROVE RESOLUTION NO. 102225-03

F-4. SUBJECT: DISCUSSION/ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING APPOINTMENT TO FILL BOARD OF DIRECTORS VACANCY (TERM 2026–2029) AND INTENT TO PROVIDE PUBLIC NOTICE

G.	CLOSED SESSION:
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This is a CLOSED SESSION in which the Board of Directors discuss matters in a closed session as opposed to open session. Only those matters authorized by the Brown Act function as permissible CLOSED SESSION subjects will be discussed. They are as follows:

1. **SUBJECT:** CONFERENCE WITH LEGAL COUNSEL – INITIATION OF LITIGATION
Pursuant to paragraph (4) of subdivision (d) of Government Code Section § 54956.9
(Forty (64) potential case) Delinquent Over 60 -Days Billing Water Accounts
2. **SUBJECT:** CONFERENCE WITH LABOR NEGOTIATORS (Section: §54957.6) Agency designated representatives
Chief/Lead Negotiator: Teri Brownlee
Legal Counsel/Negotiation Advisor: Mitch Driskill
Employee organization: Teamsters Union Local 542

H.	ANNOUNCEMENTS:
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1. Board of Supervisors Public Meetings: **Tuesdays at 9:30 am**
(open session) at 940 W. Main St.
2. CSDA Newsletter: www.csda.net

i.	ADJOURNMENT:
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NEXT REGULAR BOARD MEMBER MEETING: November 19, 2025

NOTE: Any documents produced by the SCWD and distributed to a majority of the SCWD Board regarding any item on this agenda will made available at the front counter at Seeley County Water District, located at 1898 W. Main Street, Seeley CA 92273, during regular business hours.