

# LAMONT PUBLIC UTILITY DISTRICT REGULAR MEETING MINUTES

Monday, June 26, 2017 6:00 P.M.

Meeting Location:  
District Office  
8624 Segrue Road  
Lamont CA, 93241

## 1. Call to Order/Roll Call

- a. Regular meeting called to order at 6:08 pm on Monday, June 26, 2017 at the office of the Lamont Public Utility District. All board members were present. Staff present included General Manager/District Secretary Scott Taylor, District Engineer Dan Cronquist, and District Interpreter Ricardo Sanchez.

## 2. Pledge of Allegiance – Led by President Cruz

## 3. Board Member announcements –

- a. Director Prado – Requested a copy of the changes to the District’s Elected Officials Conflict of Interest Code. GM Taylor stated he would provide that to her after the meeting. Director Prado also requested the possibility of beginning the recruitment process for a District Counsel.
- b. Director Sanchez requested additional information regarding the healthcare and CalPers cost reporting errors discovered. Report was provided under Staff announcements.

## 4. Public Comment - None

## 5. Staff Reports

- a. District Counsel: - None
- b. District Engineer: - Solar project is completed and awaiting PGE permission to operate.
- c. Finance Officer: - Healthcare and CalPers reporting errors discussed; also provided update on accounting software research; also reported on attempt to recover \$25,000 overpayment to IRS made by previous regime.
- d. General Manager: - Reported on community meeting hosted by Dolores Huerta Foundation; Brief discussion on healthcare deductions.

## 6. Consent Agenda

- a. Director Prado requested the May Board meeting minutes be removed and additional information added. Director Prado also requested item E be removed as she stated it did not reflect the discussion of the Board. All other items were approved 5-0.

## 7. Regular Agenda

- a. Possible Minute Action authorizing General Manager to enter into an Agreement with I AM the Professional Cleaners for janitorial services for the District. New janitorial services save the District \$2100. Motion approved 5-0.
- b. Possible Minute Action to Adopt Resolution 418 as Amended: Resolution approving the removal of the job title Office Manager and adding the job title Finance Officer as an administrator for the LAIF Investment Account. Motion approved 5-0.
- c. Possible Minute Action to Adopt a Resolution: Resolution adopting an electronic records retention policy as required by law. Motion approved 5-0.
- d. Possible Minute Action to Authorize the General Manager to Issue a Will Serve Letter for a new business located at 11015 Main Street. Motion approved 5-0.
- e. Possible Minute Action Authorizing the General Manager to enter into a 3 year agreement with Brown and Armstrong CPA Firm to conduct annual audits on behalf of the District. 3 year contract saves the district \$45,000. Motion approved 5-0.
- f. Possible Minute Action to Adopt a Resolution: Resolution adopting modified business administration hours. Motion approved 5-0.
- g. Possible Minute Action to Adopt a Resolution: Resolution authorizing the General Manager to replace the failing HVAC unit for District Offices. HVAC unit is 20 years old and no longer functioning. Motion approved 5-0.

## 8. Adjourned to Closed Session at 7:40pm

- a. Reconvened to Open Session at 8:08pm
  - i. No reportable action from Closed Session.

## Adjournment

A motion was made by Director Prado and seconded by Director Gonzalez to adjourn the Regular Board Meeting of the Board of Directors of the Lamont Public Utility District, held on Monday, June 26, 2017 at 8:10pm. Approved. 5-0.

## ATTEST:

X *Jose G. Cruz* FOR  
Jose G. Cruz, President of the Board

X *Scott Taylor*  
Scott Taylor, Secretary/General Manager