



**BOARD OF DIRECTOR'S MEETING
ESPARTO COMMUNITY SERVICES DISTRICT
ESPARTO, CA**

REGULAR MEETING
May 11, 2016
MINUTES

(1) CALL TO ORDER

Chair Charles Schaupp called the meeting to order at 7:04 pm.

(2) PLEDGE OF ALLEGIANCE

All residents and members in attendance recited the pledge

(3) ROLL CALL

Present:

- Directors: Colleen Fescenmeyer, Don England, Charles Schaupp, Anna Girk, Colin Crerar
- District Counsel:
- General Manager: Mel Smith
- Board Clerk: Mel Smith

Public: Public present

(4) APPROVAL OF AGENDA

Chair Charles Schaupp called for a motion to approve the agenda.

Motion by: Director Anna Girk to approve the agenda as presented

Second by: Director Don England

Discussion: None

Vote: Ayes: 5 No: 0 Abstain: 0 **Motion:** Passed

(5) PUBLIC COMMENTS

Chair Charles Schaupp opened public comment – no public comments

(6) **CORRESPONDENCE**

Chair Charles Schaupp called for correspondence – no correspondence

(7) **APPROVAL OF MINUTES**

Chair Charles Schaupp called for a motion to approve the minutes of 4-13-16

Motion by: Director Anna Girk to approve the minutes of 4-13-16

Second by: Director Colleen Fescenmeyer

Discussion: Question: Item 10 vote, first motion failed due to no second, this statement omitted and should be included in the future without noting yes, no, and abstain.

Vote: Ayes: 5 No: 0 Abstain: 0 Motion: Passed

(8) **CLAIMS: FUND 466**

Chair Charles Schaupp called for a motion to approve the claim for 4-14, 4-22 and 5-5 of 2016

Motion by: Director Colleen Fescenmeyer to approve the claims for 4-14, 4-22 and 5-5 of 2016

Second by: Director Don England

Discussion: Question on claims and how they are assigned to different accounts. Question on PG&E bill, General Manager addressed the question.

Vote: Ayes: 5 No: 0 Abstain: 0 Motion: Passed

(9) **CONSIDERATION AND POSSIBLE ACTION ON COST OF LIVING ADJUSTMENT (COLA)**

General Manager indicated that a copy of the California CPI was included in the board package this evening. He indicated that the California CPI increased by 1.47% this year, included with this information is a history of CPI state wide and the ECSD salary adjustments the employees received over the past year.

This is a COLA for 2016 and any increase would be retroactive to January 1.

General Manager is requesting a COLA adjustment for the districts employees.

Discussion followed: Chair Charles Schaupp indicated after reviewing the information that he felt a 2% COLA would be in order. He asked for any discussion, none noted. He called for a motion.

Motion by: Director Anna Girk to approve a 2% COLA increase for 2016 retroactive to January 1, 2016

Second by: Director Don England

Discussion: None

Vote: Ayes: 5 No: 0 Abstain: 0 Motion: Passed

(10) CONSIDERATION AND POSSIBLE ACTION ON AMENDING THE ECSD MERIT SALARY SCHEDULE

General Manager presented a new ECSD Merit Salary Schedule for the Boards review. He referenced the two pages included in the Board package, one being the existing schedule and the other being proposed this evening. He went on to explain each change and that this would apply to new hires only.

Discussion followed.

Motion by: Director Anna Girk to adopt the new Merit Salary Schedule dated 5-11-16.

Second by: Director Colleen Fescenmeyer

Discussion: None

Vote: Ayes: 5 No: 0 Abstain: 0 **Motion:** Passed

(11) GUIDANCE FROM THE BOARD ON THEIR PREFERRED PROCESS TO FOLLOW IN SELECTING A NEW GENERAL MANAGER

General Manager indicated he had included in the board package the application and description of the job he had posted on three websites. Currently he has received seven applications and questioned if each board member wanted to review the applications.

After some discussion of how this was approached in the past it was decided that a screening committee would be beneficial. Applications would be reviewed by the committee and the information would be presented at the next board meeting.

Chair Charles Schaupp appointed Directors Anna Girk and Don England to the Screening Committee which would also include the General Manager.

(12) MANAGERS REPORT

a) Well 5(a) repair – two swedges have been installed to repair two holes that were identified two years ago. Eaton installed the swedges; the company is now set up with its own video crew and equipment to do this type of repair. A current video of the well identified a new hole in the bottom 20 ft. of the well. Discussion and questions followed. A new pump is also being installed; he went on to explain the pump issue.

b) PG&E Solar Update – no credit received as of April billing for the solar array. We have been authorized for the past 60 days and have yet to receive a credit for this power.

Question: can you track how much power is being provided to PG&E?

General Manager: yes. He indicated he would engage with PG&E and dispute the billing. If it cannot be resolved, a claim will be filed with the Public Utilities Commission.

(13) FUTURE AGENDA ITEMS

- a) Calendar Update
- b) Fix Parking Lot
- c) GSA Update
- d) Add "visit our website" to bill
- e) Solar update
- f) Budget Finale
- g) Screening Committee
- h) MERCESA Update

(14) ADJOURNMENT

Chair Charles Schaupp called for a motion to adjourn the meeting

Motion by: Director Anna Girk to adjourn the meeting

Second by: Director Don England

Vote: Ayes: 5 No: 0 Abstain: 0 Motion: Passed

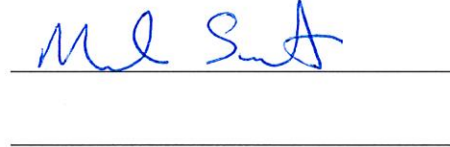
Meeting adjourned at 8:51 pm

Charles Schaupp – Chair of the Board



Date: 8 JUNE 2016

Mel Smith - Board Clerk



Date: 6-8-16