



KIRKWOOD MEADOWS
PUBLIC UTILITY DISTRICT

BOARD OF DIRECTORS
KIRKWOOD MEADOWS PUBLIC UTILITY DISTRICT
Main Location:
33540 Loop Rd., P.O. Box 247, Kirkwood, CA 95646
Telephone (209) 258-4444

SPECIAL MEETING OF THE BOARD OF DIRECTORS
Monday, April 3rd 2023 – 2:00 PM

BOARD MEETING MINUTES

John Schroeder, Vice President
Peter Dornbrook, Secretary

BOARD MEMBERS
Robert Epstein, President

Doug Mitarotonda, Treasurer
Bertrand Perroud, Asst. Secretary

Under provisions of Assembly Bill No. 361 and authorization of the Kirkwood Meadows Public Utility District Board of Directors to hold meetings remotely, this meeting took place via a hybrid of in-person and video/teleconference.

1. **CALL TO ORDER**

President Epstein

Determining a quorum present, President Epstein called the meeting to order at 2:01 PM.

2. **ROLL CALL**

Secretary Dornbrook

Board of Directors Present:

None

Board of Directors Present via Zoom:

President Epstein, Directors Schroeder, Perroud, Dornbrook.

Board of Directors Absent:

Director Mitarotonda.

Staff Present:

General Manager Christeson, Assistant General Manager Ansel, Administrative Manager Baggett, Operations Manager Benson, Brittnie Morris

Others Present and via Zoom:

Dave Fama, Andrea Roes, Amanda Weideman, Andrew, Anne-Flore Dwyer, Bob Williams, Bruce, Charles Mckee, Chelcee Christian, Beth, Dennis Baggett, Eric Richert, Gregory McManus, Howard Hoffman, Jack Longinotti, Jay Dwyer, Jeff Brown, Jessica, Kathryn Dienst, Howard Elfant, Kensi Mays, Klaus Leitenbauer, Larry Parker, Lezlie Glare, Lisa Reilly, Matt Jones, Matt Petri, Michelle Beckwith, Regina Eberhart, Rwith, Sandy Goldberg, Caroline Scott, Teola Tremayne, Terry Woodrow, Thomas Harris, Tom Furlong, Beth McAllister, Dianne Haller Peranich, Standish O'Grady.

3. **ANNOUNCEMENTS**

General Manager Christeson

General Manager Christenson welcomed everyone to the April 3rd, 2023, special Board meeting and requested that if anybody would like to comment during the meeting to please use the raise your hand function.

4. **CORRECTIONS TO THE AGENDA OR CONSENT CALENDAR**

Director Perroud would like to address item 7.b consent for claims.

5. COMMENTS FROM THE AUDIENCE

Anne-Flore Dwyer commented on the special meeting.

6. WRITTEN COMMENTS FROM THE PUBLIC

Written comments not related to other items on the agenda were acknowledged.

7. ADOPTION OF CONSENT CALENDAR

- a. **Approve March 3rd, 2023, Board Meeting Minutes**
Approve March 3rd, 2023, Board Meeting Minutes
- c. **Review Receivables/Shut offs Report.**
Approve Receivables/Shut offs report.
- d. **Re-Authorize AB 361 Teleconference Meetings.**
Re-Authorize AB 361 Teleconference Meetings.

Director Dornbrook motioned to approve Item 7.a, 7.c. and 7.d, Director Schroeder seconded the motion, and it carried by the following roll call vote:

AYES: President Epstein, Directors Schroeder, Perroud, Dornbrook

NOES: None

ABSENT: Director Mitarotonda

ABSTAINING: None

8. CONSENT ITEMS BROUGHT FORWARD FOR SEPARATE DISCUSSION / ACTION:

Consent item 7.b brought forward regarding referral bonuses. Discussion ensued.

Director Perroud motioned to approve Item 7.b Director Dornbrook seconded the motion, and it carried by the following roll call vote:

AYES: President Epstein, Directors Schroeder, Perroud, Dornbrook

NOES: None

ABSENT: Director Mitarotonda

ABSTAINING: None

9. ITEMS FOR BOARD ACTION

President Epstein gave an overview of items 9a, b, and c before opening public comment and addressing their questions. Multiple comments and questions were received, and discussion ensued. Responses to written comments/questions and those during public comment were provided by the consultant, Staff, and the Board.

Director Schroeder motioned to end the public comment section of the meeting, President Epstein seconded the motion, and it carried by the following roll call vote:

AYES: President Epstein, Directors Schroeder, Perroud, Dornbrook

NOES:

ABSENT: Director Mitarotonda

ABSTAINING: None

- a. **RESOLUTION 23-03 OF THE BOARD OF DIRECTORS OF THE KIRKWOOD MEADOWS PUBLIC UTILITY DISTRICT TO FORM COMMUNITY FACILITIES DISTRICT NO. 2023-1 (FIRE SERVICES TO FINANCE PUBLIC SERVICES IN AND FOR SUCH COMMUNITY FACILITIES DISTRICT.** Discussion & Possible Action. *GM Christeson*

Director Schroeder made a motion to Pass Resolution 23-03 with the recommended amendments, President Epstein seconded, and it carried by the following roll call vote:

AYES: President Epstein, Directors Schroeder and Dornbrook

NOES: Director Perroud

ABSENT: Director Mitarotonda

ABSTAINING: None

- b. **RESOLUTION 23-04 OF THE BOARD OF DIRECTORS OF THE KIRKWOOD MEADOWS PUBLIC UTILITY DISTRICT CALLING A SPECIAL ELECTION FOR KIRKWOOD MEADOWS PUBLIC UTILITY DISTRICT COMMUNITY FACILITIES DISTRICT NO 2023-1 (FIRE SERVICES).** Discussion and possible action. *GM Christeson*

Director Schroeder made a motion to adopt resolution 23-04 as amended, President Epstein seconded, and it carried by the following roll call vote:

AYES: President Epstein, Directors Schroeder, and Dornbrook

NOES: Director Perroud

ABSENT: Director Mitarotonda

ABSTAINING: None

- c. **Statement of Support for Community Facilities District No. 2023-1 (Fire Services).** Discussion and possible action. *GM Christeson*

Director Schroeder made a motion to approve item 9.c., President Epstein seconded, and it carried by the following roll call vote:

AYES: President Epstein, Directors Schroeder, and Dornbrook

NOES: None

ABSENT: Director Mitarotonda

ABSTAINING: Director Perroud

- d. **Finances.** Discussion and possible action regarding the district's financials. *AM Baggett*

- i. **Overview & Budget Variances**

Administrative Manager Baggett Gave an overview & Budget variances. Discussion ensued.

ii. **February Financials**

Administrative Manager Baggett went over February Financials. Discussion ensued.

e. **Performance Reporting & Aquifer Levels.** Update.

OM Benson

Operations Manager Benson Presented the performance report for each department and aquifer levels for the month of February 2023, including the prior year's performance reporting. Discussion ensued.

f. **Propane/Electric Meter Shed Status.** Update.

OM Benson

Operations Manager Benson gave an update on the progress of the customer meter shed installations. Discussion ensued.

10. MAJOR PROJECT UPDATES.

General Manager Christeson reported on Major Projects. Discussion ensued.

11. General Manager's Report

General Manager Christeson reported on:

- Contract with consultant for needs assessment.
- Waiting on proposal propane master plan.

12. Operations Report

Assistant General Manager Ansel reported on:

- Snow removal equipment.
- Snow removal update.
- Update on significant propane leaks due to broken customer piping.
- Summer festival update,

13. STANDING COMMITTEE REPORT

a. **Finance Committee**

Nothing further to report.

b. **Operations Committee**

Nothing further to report.

c. **Planning Committee**

Chair Mitarotonda was not present, nothing further to report.

d. **Communications Committee**

Nothing further to report.

e. **Personnel Committee**

Nothing further to report.

- f. LAFCO
None

14. TEMPORARY ADVISORY COMMITTEE REPORT

None

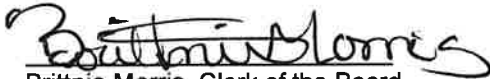
15. General Discussion.

Director Perroud asked about the use of snow removal personnel for the propane emergency.
Director Perroud asked that the Referral Bonus for the General Manager be brought back to the Board.

16. ADJOURNMENT

There being no further business, the meeting was adjourned at 5:02 pm

(The next Special Board Meeting is scheduled for Monday, May 1st, 2023, at 2:00 PM)


Brittnie Morris, Clerk of the Board


Peter Dornbrook, Board Secretary
Kirkwood Meadows Public Utility District

