

MINUTES OF THE REGULAR BOARD MEETING  
OF THE BOARD OF DIRECTORS  
LA HABRA HEIGHTS COUNTY WATER DISTRICT  
May 28, 2019

A regular meeting of the Board of Directors of La Habra Heights County Water District ("District") was held on May 28, 2019 at 4:00 p.m., at the office of the District, located at 1271 North Hacienda Road, La Habra Heights.

Item 1. Roll call of Directors by Secretary/General Manager, Michael Gualtieri.

PRESENT: Directors Baroldi, Cooke, McVicar and Wilson

ABSENT: Director Perumean

Item 2. Staff members and others present. Staff: Michael Gualtieri, Secretary/General Manager. Others present: Michael Silander, Attorney at Law, Gary Sturdivan, Sturdivan Emergency Management, LLC, and Kwang Lee and Stephen Blagden, residents.

Item 3. Public Communications - Stephen Blagden discussed board packets placed on website, Hacienda Road and Subtropic Drive.

Item 4. Directors Report – Individual, Subcommittees and/or Attended Events- Director Baroldi discussed the General Manager Evaluation Form and asked to have this item placed on the agenda. She also asked the General Manager to find out from counsel if this item is discussed in an open or closed session. Director McVicar stated she was unable to attend ACWA/JPIA Conference for personal reasons.

Item 5.a.& b. Minutes of Regular Board Meeting of April 23, 2019 and Financial Reports – April 2019. There was a motion by Director McVicar and seconded by Director Wilson to approve the consent items. The vote was as follows:

AYES: Directors Baroldi, Cooke, McVicar and Wilson

NOES: None

ABSENT: Director Perumean

Item 6. Approval of warrants and authorize signatures per warrant list. After discussion, there was a motion made by Director McVicar and seconded by Director Baroldi that the warrant numbers 42839 through 42897 in the amount of \$224,114.24 and EFT transfers in the amount of \$9,279.76 be approved and signatures be authorized. Directors requested more information on warrant number 42843 regarding software maintenance and will be discussed at the next scheduled board meeting. The vote was as follows:

AYES: Directors Baroldi, Cooke, McVicar and Wilson

NOES: None

ABSENT: Director Perumean

Item 7.b. Discuss and Approve – Hire Sturdivan Emergency Management, SEMC,

LLC to do Hazard Mitigation Plan for La Habra Heights County Water District. After discussion, there was a motion by Director McVicar and seconded by Director Wilson to approve hiring Sturdivan Emergency Management, SEMC, LLC to do Hazard Mitigation Plan for La Habra Heights County Water District including sending electronic updates on the website for public comments and hold back 5% of the contract cost until finalized from the Federal Emergency Management Agency (FEMA) approval. This was approved at a total cost of \$19,500.00 The vote was as follows:

AYES: Directors Baroldi, Cooke, McVicar and Wilson  
NOES: None  
ABSENT: Director Perumean

Item 7.a. Discuss and Action – Proposed Pipeline Subtropic Drive. There was discussion from Mr. Lee and Mr. Blagden. After discussion, no action was taken on this item.

(Director Wilson left the meeting at 5:50 p.m.)

Item 7.c. Discuss and Approve – Resolution 19-02. Update to Employee Policies and Procedures Manual. After discussion, there was a motion by Director McVicar and seconded by Director Baroldi to approve Resolution 19-02 with changes to section 6.b item.2 for overtime pay as specified by the state law. The vote was as follows.

AYES: Directors Baroldi, Cooke and McVicar  
NOES: None  
ABSENT: Director Perumean and Wilson

Item 7.d. Discuss and Adopt – Resolution 19-03- 2019-2020 Annual Budget. After discussion, there was a motion by Director McVicar and seconded by Director Baroldi to approve Resolution 19-03 2019-2020 Annual Budget with adjustment to salary pay increase at 5.7%. The vote was as follows:

AYES: Directors Baroldi, Cooke and McVicar  
NOES: None  
ABSENT: Director Perumean and Wilson

Item 7.e. Discussion and action – 2019-2020 Salary and Benefits. After discussion, there was a motion by Director Cooke and seconded by Director McVicar to approve a 2.7% Consumer Price Index (CPI) increase and a 3% merit increase but not to exceed \$889,960.00. The vote was as follows:

AYES: Directors Baroldi, Cooke and McVicar  
NOES: None  
ABSENT: Director Perumean and Wilson

Item 7.f. Update on District Activities. General Manager updated on the auto pay for checks and bank check elimination. The quote was received from Emerson and is waiting to hear back from them to discuss the quote further. Well 9, 10 & 11 meters have been

installed and tested. A volumetric test will be done by the end of June 9, 2019. Birkich Construction is scheduled to start the La Mirada reconfiguration on May 31, 2019. Once they complete this, they will begin with Well 8 and they are expected to complete both jobs by the end of June 2019. General Manager also discussed the leak repair on the 1500 block of Cypress Street. Lastly, discussed was the water production from the ground and import graph.

Item 8.a. Closed Session. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION Rowland Water District v. La Habra Heights County Water District, Los Angeles Superior Court Case No. KC070088. Discussion of existing litigation pursuant to paragraph (1) of subdivision (d) of Section 54956.96. One case. No reportable action was taken. Direction was given to staff.

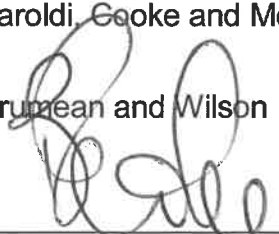
Item 8.b Closed Session - Public Employee Performance Evaluation. (Title: Secretary/General Manager) (Closed session pursuant to Government Code Section 54957). Closed session began at 7:56 p.m. and concluded at 8:06 p.m. Open session began at 8:06 p.m. After discussion, there was a motion by Director McVicar and seconded by Director Baroldi to approve a 5.7% salary increase for the General Manager. The vote was as follows:

AYES: Directors Baroldi, Cooke and McVicar  
NOES: None  
ABSENT: Director Perumean and Wilson

Item 9. There being no further business to come before the Board, motion was made by Director Cooke and seconded by Director McVicar that the meeting be adjourned at 8:11 p.m. Vote was as follows:

AYES: Directors Baroldi, Cooke and McVicar  
NOES: None  
ABSENT: Director Perumean and Wilson

Dated: June 25, 2019

  
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Brad Cooke, President

(SEAL)

  
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Michael Gualtieri, Secretary