

**HEBER PUBLIC UTILITY DISTRICT
BOARD OF DIRECTORS
1078 Dogwood Rd., Suite 104
Heber, CA, 92249**

Thursday, January 15, 2015 @ 6:00 p.m.

MINUTES

The District recognizes its obligation to provide equal access to those individuals with disabilities. Please contact the District (760-482-2440) two working days prior to the meeting with any special requests for reasonable accommodation.

1. CALL TO ORDER:

The meeting of the Board of Directors of the Heber Public Utility District was held at the District's meeting room and called to order at 6:09 p.m. by President Eduardo Valdez- Belmonte.

2. ROLL CALL:

Directors present at roll call: S. Escobedo, D. Garcia-Ruiz, T. Sandoval, E. Valdez-Belmonte, M. Lizarraga. Also present were General Manager, Laura Fischer; Bookkeeper, Raquel Carrillo; and General Counsel, Mr. Steve Walker.

3. PLEDGE OF ALLEGIANCE:

The Pledge of Allegiance was led by President Eduardo Valdez-Belmonte.

4. APPROVAL OF AGENDA:

The Motion to Approve the Agenda as presented was made by Director Lizarraga and seconded by Director Sandoval.

Motion approved by Roll Call: 5/0

AYES: S. Escobedo, D. Garcia-Ruiz, T. Sandoval, E. Valdez-Belmonte, and M. Lizarraga.

NOES:

ABSENT:

5. PUBLIC PRESENTATIONS/COMMENTS: None at present time.

The Board may set time limits on the amount of time any speaker can use to address the Board. Members of the public are allowed to make comments about anything not listed on the agenda. If the comments concern an agenda item, they must wait until that item is up for discussion. If you wish to address the Board, please fill out a "Request to Speak Form" and hand it to the Clerk of the Board and when recognized by the President of the Board, go to the podium and address the Board. The Board can't take action on any item not on the agenda.

- 6. CONSENT AGENDA:** Any item on the Consent Agenda may be removed and placed under New Business at the request of any Board Member or member of the Public.

Director Sandoval requested to pull Item 6. A. Approval of Minutes for Dec. 18, 2014.

- A. Approval of Minutes for the regular meeting on December 18, 2014.

Director Sandoval requested the following correction on the December 18, 2014 minutes to item 4. To read:

The Motion to Approve the Agenda as presented was made by Director Sandoval and seconded by Director Escobedo.

Motion approved by Roll Call: 3/0

AYES: S. Escobedo, M. Lizarraga and T. Sandoval

NOES: None

ABSENT: E. Valdez-Belmonte, D. Garcia-Ruiz

The Motion to Approve the Minutes for the regular meeting on December 18, 2014 with the changes as presented by Director Sandoval and listed above was made by Director Sandoval and seconded by Director Lizarraga.

Motion approved by Roll Call: 5/0

AYES: S. Escobedo, D. Garcia-Ruiz, T. Sandoval, E. Valdez-Belmonte, and M. Lizarraga.

NOES:

ABSENT:

- B. Approval of Current Demands for December 2014.

The Motion to Approve the Current Demands was made by T. Sandoval and seconded by Director Lizarraga.

Motion approved by Roll Call: 5/0

AYES: S. Escobedo, D. Garcia-Ruiz, T. Sandoval, E. Valdez-Belmonte, and M. Lizarraga.

NOES:

ABSENT:

7. REPORTS:

- A. Operations Report for December 2014

- B. President and Director's Comments

President Valdez-Belmonte reported that he offered to be on the Board of Directors for the Heber Community Foundation.

- C. General Manager's Report

The General Manager added to her written report the following:

The W'2 forms were ready and Form 700 needed to be filled out by Board Members.

Flower arrangements were ordered for Martha Soto.

8. NEW BUSINESS: Discussion and Possible Action

- A. Appoint A Secretary of the Board and Approve the Job Description and Monthly Stipend – General Manager.

A Motion to Appoint Raquel R. Carrillo as Secretary of the Board and Approve the Job Description and Monthly Stipend of \$400 was made by Director Garcia-Ruiz and seconded by Director Sandoval

Motion did not pass by Roll Call: 2/2/1

AYES: D. Garcia-Ruiz and T. Sandoval

NOES: E. Valdez-Belmonte, and M. Lizarraga

ABSTAIN: S. Escobedo

ABSENT:

A Motion to Appoint Raquel R. Carrillo as Secretary of the Board and Approve the Job Description and Monthly Stipend reduced from \$400 to \$200.00 was made by Director Lizarraga and seconded by Director E. Valdez-Belmonte.

Motion approved by Roll Call: 4/1

AYES: S. Escobedo, T. Sandoval, E. Valdez-Belmonte, and M. Lizarraga

NOES: D. Garcia-Ruiz

ABSENT:

- B. Approve the Job Description for the Bookkeeper Position – General Manager.

The Motion to Approve the Job Description for the Bookkeeper Position was made by Director T. Sandoval and seconded by Director M. Lizarraga.

Motion approved by Roll Call: 5/0.

AYES: S. Escobedo, D. Garcia-Ruiz, T. Sandoval, E. Valdez-Belmonte, and M. Lizarraga.

NOES:

ABSENT:

- C. Approve a Salary Schedule Adjustment for the Senior Account Clerk and Bookkeeper Positions – General Manager.

The Motion to Approve a Salary Schedule Adjustment for the Senior Account Clerk and Bookkeeper Positions to a 10% Salary Increase was made by Director Sandoval and seconded by Director Garcia-Ruiz.

Motion approved by Roll Call: 3/2

AYES: S. Escobedo, D. Garcia-Ruiz, and T. Sandoval.

NOES: E. Valdez-Belmonte and M. Lizarraga

ABSENT:

Director Lizarraga wanted it read into the minutes that she “felt the amount was excessive”.

9. OLD BUSINESS: Discussion and Possible Action

- A. Review the Revised Policy Manual – General Manager. Item tabled until the February meeting.

10. ANNOUNCEMENTS:

- A. Board of Supervisors meets every Tuesday @ 8:30 am 940 W Main St., El Centro
- B. CSDA newsletter www.csdanet.net

ADJOURNMENT:

The Motion to Adjourn the meeting at 6:50 was made by Director Sandoval and seconded by Director Lizarraga.

Motion approved by Roll Call: 5/0

AYES: S. Escobedo, D. Garcia-Ruiz, T. Sandoval, E. Valdez-Belmonte, and M. Lizarraga.

NOES:

ABSENT:

Minutes for the Regular Meeting for January 15, 2015 were prepared by Raquel R. Carrillo – Bookkeeper.

Heber Public Utility District is an equal opportunity provider and employer.