

**LAKE OROVILLE AREA PUBLIC UTILITY DISTRICT  
BOARD OF DIRECTORS MEETING  
MARCH 8, 2022**

**CALL TO ORDER**

President Mastelotto called the meeting to order at 2:00 P.M. Directors present were Fairbanks, Marciniak, Salvucci and Sharman. General Manager (GM) Goyer, Field Operations Supervisor (FOS) Victorino, Board Clerk (BC) Hamblin and Engineer Knibb represented the District in person.

**SALUTE TO THE FLAG**

Director Marciniak led the meeting with the salute to the flag.

**MOMENT OF SILENCE**

President Mastelotto requested a moment of silence for the people in Ukraine.

**CONSENT AGENDA**

The Board reviewed the minutes of the Regular Board Meeting of February 8, 2022, the Financial Reports and the Claims List for month ending February 28, 2022 and Resolution #03-2022 Authorizing Remote Meeting Consistent with AB 361. After discussion, it was moved by Director Fairbanks and seconded by Director Marciniak that the items on the consent agenda be approved as presented. The motion passed with the following roll call vote:

Ayes: Directors Fairbanks, Marciniak, Mastelotto, Salvucci and Sharman.

**REVIEW AND APPROVAL OF SINGLETONAUMAN SERVICE PROPOSAL**

The Board reviewed the service proposal that was provided by SingletonAumen for auditing services for year endings 2022, 2023 and 2024. After discussion, it was moved by Director Marciniak and seconded by Director Fairbanks to approve the SingletonAuman service proposal as presented. The motion passed with the following roll call vote:

Ayes: Directors Fairbanks, Marciniak, Mastelotto, Salvucci and Sharman.

**APPOINTMENT OF THE 2022-23 BUDGET PERSONNEL ADVISORY COMMITTEE**

President Mastelotto appointed Directors Fairbanks and Salvucci to the 2022-23 Budget Personnel Advisory Committee.

**APPOINTMENT OF THE 2022-23 BUDGET FINACNIAL ADVISORY COMMITTEE**

President Mastelotto appointed herself and Director Marciniak to the 2022-23 Budget Advisory Committee.

### **REVIEW AND APPROVAL OF THE LEFT COAST SCANNING DIGITAL SOLUTIONS PROPOSAL**

GM Goyer explained the need to improve our document management and record retention systems. The proposal from Left Coast Scanning Digital Solutions covers the scanning, naming, archiving and destroying of all District records as per our Board Policy #3060. After discussion, it was moved by Director Marciniak and seconded by Director Mastelotto to approve the Left Coast Scanning Digital Solutions proposal not to exceed \$90,000.00. The motion passed with the following roll call vote:

Ayes: Directors Fairbanks, Marciniak, Mastelotto, Salvucci and Sharman

### **REVIEW AND APPROVAL OF THE LASERFICHE CLOUD PROPOSAL**

GM Goyer explained Laserfiche Cloud is the software that will allow all the scanned documents to be utilized efficiently by the District. After discussion, it was moved by Director Mastelotto and seconded by Director Salvucci to approve the Laserfiche Cloud proposal not to exceed \$4,900.00. The motion passed with the following roll call vote:

Ayes: Directors Fairbanks, Marciniak, Mastelotto, Salvucci and Sharman

### **REVIEW AND APPROVAL OF BOARD POLICY #3055 "DISPOSAL OF SURPLUS PROPERTY OR EQUIPMENT"**

GM Goyer presented the proposed amendment to Board Policy #3055 "Disposal of Surplus Property or Equipment". After discussion, it was moved by Director Fairbanks and seconded by Director Salvucci to approve the amended Board Policy #3055 "Disposal of Surplus Property or Equipment". The motion passed with the following roll call vote:

Ayes: Directors Fairbanks, Marciniak, Mastelotto, Salvucci and Sharman

### **REVIEW AND APPROVE BUDGET AMENDMENT TO CAPITAL EXPENDITURE LINE FOR THE COST OF A NEW MANAGER VEHICLE**

GM Goyer presented the need for a new vehicle to replace the existing manager's vehicle. The existing manager's vehicle has high mileage and is experiencing mechanical failures. An increase of \$55,000.00 to the capital expenditure budget line is requested to purchase a new vehicle. After discussion, it was moved by Director Fairbanks and seconded by Director Salvucci to approve an increase of \$55,000.00 to the capital expenditure budget line for the purchase of a new vehicle. The motion passed with the following roll call vote:

Ayes: Directors Fairbanks, Marciniak, Mastelotto, Salvucci and Sharman

**SC-OR COMMISSIONERS' REPORT**

No SC-OR report.

**BCSDA REPRESENTATIVES AND LAFCo REPORT**

No BCSDA report.

No LAFCo report.

**BOARD MEMBERS', MANAGER, AND STAFF COMMENTS**

FOS Victorino presented the Field Operations Report.

GM Goyer presented the Manager's Report.

**ADJOURNMENT**

There being no further business to come before the Board the meeting was adjourned at 3:12 P.M.

Respectfully submitted,

Kelly Hamblin,  
Clerk of the Board