

**Amsterdam Water District**  
**Board of Director Meeting Minutes**

**February 26, 2019**

**ATTENDANCE**

**DIRECTORS**

Bert Crane:	President
Mary Crane Couchman:	Interim Treasurer & Vice President
Benjamin Crane:	Secretary
Craig Johnson:	Director
Karen Crane McNab:	Director

**OTHERS**

Nancy Crane:	Crane Ranches
Alan Doud:	Young Wooldridge
Mike Gardner:	Water & Land Solutions, LLC
Art Godwin:	Robbins, Godwin, et al.
Christie Gresham:	Crane Ranches
Chase Hurley:	Water & Land Solutions, LLC
Brad Samuelson:	Water & Land Solutions, LLC

**CALL TO ORDER**

Director Bert Crane called the meeting to order at 3:45pm.

**ROLL CALL**

Director Bert Crane asked all those present to introduce themselves.

**PUBLIC COMMENT**

There was no public comment

**ISSUES RELATED TO THE DISTRICT FORMATION**

Administer Oath of Office: Mr. Godwin stated that each director should have already received their Oath of Office through Merced County. He asked each director to send a copy of the certified oath to the district management so that they may file it in the permanent records.

- Election of President: Upon a motion by Director Benjamin Crane and seconded by Director McNab, Director Bert Crane was unanimously elected President
- Election of Vice President: Upon a motion Director McNab and seconded by Director Johnson, Director Couchman was unanimously elected Vice President
- Appointment of Other Officers:
  - ✓ Upon a motion by Director Couchman and seconded by Director McNab, Director Benjamin Crane was unanimously elected Secretary

- ✓ Upon a motion by Director Benjamin Crane and seconded by Director McNab, Director Couchman was unanimously elected as *Interim* Treasurer.
- Resolution 19-1: Upon a motion by Director McNab and seconded by Director Johnson, establishing the district office and hours of operation was unanimously approved.
- Resolution 19-2: Upon a motion by Director McNab and seconded by Director Couchman, the adoption of the time and place for regular meetings was unanimously approved.
- Resolution 19-3: Upon a motion by Director Couchman and seconded by Director McNab, the adoption of the California Environmental Quality Act Guidelines was unanimously approved.
- Resolution 19-4: Upon a motion by Director Benjamin Crane and seconded by Director Couchman, the adoption of the Public Agency Roster was unanimously approved.
- Resolution 19-5: Upon a motion by Director Johnson and seconded by Director Couchman, the adoption of the Conflict of Interest Code was unanimously approved.

### **DISTRICT STAFFING**

The Board took action and unanimously voted to appoint Brad Samuelson of Water & Land Solutions, LLC to be the interim General Manager. They also asked that he present a proposal to for water district management and agricultural land use consulting for consideration by the Board.

The Board took action and unanimously voted Art Godwin as legal counsel to the District.

President Crane stated that he had contacted Provost and Pritchard Engineering in Clovis for a proposal and cost estimate to develop a District website. He passed out copies of the proposal and asked directors to think about it and perhaps it can be an agenda item for the March meeting.

### **BOARD MEMBERS TO FILE FORM 700**

Mr. Godwin stated that all directors should send their completed 700 form to District management so that they may file it in the permanent records. He stated that each director won't have to file their form again until April of 2020.

### **BOARD TO REVIEW THE FIRST DRAFT OF DISTRICT BY-LAWS**

Mr. Samuelson stated that a copy of the draft District By-Laws were in the packet for director review. He went over a few items with the directors and answered a couple of questions. He asked the directors to forward any thoughts, ideas or suggestions to

district staff or legal counsel prior to next months meeting. This item will be on the March agenda as an action item.

### **BOARD TO REVIEW DATA MANAGEMENT RESPONSIBILITIES**

Board agreed to table the item to a future Board Meeting

### **BOARD MEMBER REPORTS**

President Crane:	A State Water Resource Control Board update on the Irrigated Lands Program was passed out as general information.
Vice President Couchman:	No report
Director Crane:	No report
Director Johnson:	No report
Director McNab:	No report

### **ANY OTHER BUSINESS**

#### **Action Items**

1. Benjamin Crane will contact Ed Spinardi and ask if he would be interested in serving as the District Treasurer.
2. Add Treasurer to Exhibit "A" in Resolution #19-5
3. Brad Samuelson to provide updated scope of work and fee schedule for director review and as an action item at the next meeting.
4. Add the creation and maintenance of a District website as an action item for the next meeting.
5. Send an electronic copy of the draft by-laws to all directors.

### **ADJOURNMENT**

President Crane adjourned the meeting at 5:10pm.



Secretary  
Ben Crane