



**REGULAR MINUTES**

**Wednesday, January 18, 2023**

**ACTION MINUTES**

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**1. CALL TO ORDER:** The meeting was called to order by Chairman Raymond at 6:00 p.m.

**2. ROLL CALL: Via Phone**

Director John Chapman  
Director Karla Christensen  
Director Anita Ebbinghausen  
Director Roscoe Raymond  
Director Eric Rewitzer

Candi Bingham, General Manager – Via Phone  
Gisele Wurzburger, Board Clerk – Via Phone  
Alean Lanier, Office Manager

**ABSENT:**

**3. PLEDGE OF ALLEGIANCE:** Chairman Raymond led the Pledge of Allegiance.

**4. AGENDA:**

**Motion by Board Member Ebbinghausen, seconded by Board Member Chapman, and carried by a 5 to 0 vote to approve the Regular Agenda dated January 18, 2023 as presented. Motion passed by the following vote:**

**AYES: Chapman, Christensen, Ebbinghausen**  
**NOES: None**  
**ABSTAIN: Raymond and Rewitzer**  
**ABSENT: None**

**5. PUBLIC COMMENT FOR MATTERS NOT ON THE AGENDA:**  
None.

**6. Appoint 3 and Swear in New Board Members.** Discussion/Action.

Board Member Christensen was previously appointed because she had submitted her application to Amador Election Office. The Board needs to appoint Roscoe Raymond and Eric Rewitzer as new Board Members.

**Motion by Board Member Ebbinghausen, seconded by Board Member Chapman, and carried by a 3 to 0 vote to appoint Roscoe Raymond and Eric Rewitzer as new Board Members. Motion passed by the following vote:**

**AYES: Chapman, Christensen, Ebbinghausen**  
**NOES: None**  
**ABSTAIN: Raymond and Rewitzer**  
**ABSENT: None**

**7. Appoint New Chairman and Vice-Chairman.** Discussion/Action.

**Motion by Board Member Chapman, seconded by Board Member Christensen, and carried by a 3 to 0 vote to appoint Board Member Raymond as Chairman and Board Member Rewriter as Vice-Chairman. Motion passed by the following vote:**

**AYES: Chapman, Christensen, Ebbinghausen**  
**NOES: None**  
**ABSTAIN: Board Member Raymond abstained on the Chairman Vote**  
**ABSTAIN: Board Member Rewitzer abstained on the Vice-Chairman Vote**  
**ABSENT: None**

**8. MINUTES: Discussion / Approval.**

**a. November 16, 2022 Regular Meeting.**

**Motion by Board Member Chapman, seconded by Board Member Christensen, and carried by a 5 to 0 vote to approve the Minutes dated November 16, 2022 as presented. Motion passed by the following vote:**

**AYES: Chapman, Christensen, Ebbinghausen, Raymond, Rewitzer**  
**NOES: None**  
**ABSTAIN: None**  
**ABSENT: None**

**9. CONSENT ITEMS:**

**a. Monthly Financial Statements - Period Ending November 30, 2022.**

Chairman Raymond opened the public discussion. Hearing no comments from the public, Chairman Raymond closed the public discussion.

**b. Monthly Financial Statements - Period Ending December 31, 2022.**

Chairman Raymond opened the public discussion. Hearing no comments from the public, Chairman Raymond closed the public discussion.

**c. Expenditure Report - Submitted Check Approval through November 30, 2022.**

Chairman Raymond opened the public discussion. Hearing no comments from the public, Chairman Raymond closed the public discussion.

**d. Expenditure Report - Submitted Check Approval through December 31, 2022.**

Chairman Raymond opened the public discussion. Hearing no comments from the public, Chairman Raymond closed the public discussion.

**Motion by Board Member Chapman, seconded by Board Member Ebbinghausen and carried by a 5 to 0 vote to approve the Monthly Financial Statements and Expenditure Report - Period Ending November 30, 2022 and December 31, 2022. Motion passed by the following vote:**

**AYES: Chapman, Christensen, Ebbinghausen, Raymond, Rewitzer**  
**NOES: None**  
**ABSTAIN: None**  
**ABSENT: None**

**10. MONTHLY OPERATIONS REPORT: Discussion.** Any matter requiring action will be placed on an upcoming agenda for consideration.

a. Monthly Operations Report.

**November 1 thru November 30, 2022 Water Production/Sold Information:**

Well 2 – 292,900 gallons      Total Produced – 979,263 gallons  
Well 3R – 515,200 gallons      Total Sold – 603,324 gallons  
Well 6R – 171,163 gallons      Unaccounted Loss - 39%  
Staff Hours: Water 42 hours

**November 1 thru November 30, 2022 Wastewater Production:**

Influent flow: 887,000 gallons      Effluent Discharged: 524,400 gallons  
Staff Hours: Wastewater 50.5 hours

**b. December 1 thru December 31, 2022 Water Production/Sold Information:**

Well 2 – 252,700 gallons      Total Produced – 467,316 gallons  
Well 3R – 440,000 gallons      Total Sold – 391,340 gallons  
Well 6R – 170,616 gallons      Unaccounted Loss - 16%  
Staff Hours: Water 42.75 hours

**December 1 thru December 31, 2022 Wastewater Production:**

Influent flow: 1,269,700 gallons      Effluent Discharged: 4,200 gallons  
Staff Hours: Wastewater 70 hours

c. Monthly General Manager Report – Period Ending November 30, 2022.

The Monthly General Manager Report included updates from the General Manager – see report for complete details.

d. Monthly General Manager Report – Period Ending December 31, 2022.

The Monthly General Manager Report included updates from the General Manager – see report for complete details.

**11. BOARD MATTERS: Discussion/Action.**

**a. Remote Computer Purchase for QB and Files.** Discussion/Action.

General Manager Bingham presented a quote from RJ Pro Innovative I.T. Services in the amount of \$1,776.61 for the purchase of a remote computer to be used in the office as QuickBooks hosted company file and shared company files on network.

Chairman Raymond opened the public discussion. Hearing no comments from the public, Chairman Raymond closed the public discussion.

After considerable discussion amongst the Board the following motion was made,

**Motion by Board Member Ebbinghausen, seconded by Vice-Chairman Rewitzer carried by a 5 to 0 vote to approve the purchase of a remote computer from RJ Pro Innovative I.T. Services in the amount of \$1,776.61 to be used in the office as QuickBooks hosted company file and shared company files on network. Motion passed by the following vote:**

**AYES: Chapman, Christensen, Ebbinghausen, Raymond, Rewitzer**  
**NOES: None**  
**ABSTAIN: None**  
**ABSENT: None**

**b. Circle Tank Survey & Property Purchase Agreement.** Discussion /Action.  
Chairman Raymond and Vice-Chairman Rewitzer recued themselves for a conflict of interest. Board Clerk Wurzburger noted for the record they would have to abstain and leave the meeting during this discussion.

Chairman Raymond and Vice-Chairman Rewitzer left the meeting.

General Manager Bingham reported Toma & Associates were able to complete the survey and map. It was recorded at the Amador County Recorder Office. The provided Purchase Agreement was sent to the sellers for review. Their comments and changes have been submitted to the District's Attorney for comment and review. Action of this item would be to vote to accept or deny the changes to the Purchase Agreement.

The sellers would like following changes to the purchase agreement:

Page 1: The RPPUD should have a P.O. Box added since that is where mail is received.

Page 2: 4a. Buyer will obtain a CLTA preliminary title report.

5a. Clarification on what is referenced as "permitted exceptions".

Page 3: 7. Buyer to pay all costs

8. Last sentence removed from the agreement

10. Change address for buyer to include P.O. Box  
Seller's mailing address included

Page 6: We do not have Exhibit A or B to review.

Last item: Would like an agreement which is separate from the purchase agreement that all existing water lines that run through their property are abandoned or relocated. Maintenance costs/splits for the road mentioned in this agreement.

This item was opened for public discussion. Hearing no comments from the public, the public discussion was closed.

After considerable discussion amongst the Board, Board Member Ebbinghausen stated the suggested "Separate Maintenance Agreement" should be drafted for consideration at the next meeting.

**Motion by Board Member Ebbinghausen, seconded by Board Member Chapman carried by a 3 to 0 vote to approve the seller amendments to the "Agreement of Purchase and Sale and Joint Escrow Instructions". Staff was directed to contact the District's Attorney to draft "Separate Maintenance Agreement" with a clause stating "road as is" Motion passed by the following vote:**

**AYES: Chapman, Christensen, Ebbinghausen**  
**NOES: None**  
**ABSTAIN: Raymond and Rewitzer**  
**None**

The “Separate Maintenance Agreement” was continued to the next agenda.

Chairman Raymond and Vice-Chairman Rewitzer rejoined the meeting.

**c. Solar Proposal. Discussion/Action.**

General Manager reported she reached out to Amador Water Agency to determine if they had any experience with solar running their operations. The sewer supervisor stated they have solar at one of their ponds and had to disconnect because it was not reliable. It was very intermittent and could not keep everything running that was needed.

Chairman Raymond reported he received only one copy of the Solar proposal. He stated he would provide General Manager Bingham with a copy. He requested this item be placed on the next agenda for discussion and possible action.

No action was taken. This item was continued to the next agenda.

**d. Firehouse Repair. Discussion/Action.**

General Manager stated at the October 21, 2022 meeting there was discussion that the RPRM might volunteer to repair the problems at the Firehouse. Board Member Ebbinghausen had stated she would discuss this matter at the October RPRM meeting.

Chairman Raymond opened the public discussion. Hearing no comments from the public, Chairman Raymond closed the public discussion.

Chairman Raymond stated he would further investigate what was needed for the Firehouse repair.

No action was taken. This item was continued to the next agenda.

**e. Update Attorney’s Response to CalPERS Requests that all Board Members receive a W-2 and that Social Security and Medicare be taken out of their Stipend Checks. Discussion.**

General Manager Bingham provided an email from Alexandra Jack, Associate Attorney, Colantuono, Highsmith & Whatley stating it was their understanding that the District should reissue W-2s for previous years to the Board Members and issue W-2s moving forward. The District has been instructed to longer provide Board Members with 1099s but W-2s and that Social Security and Medicare be taken out of their Stipend Checks. The Board Members are considered to be employees of the District.

General Manager Bingham noted for the record this item was on the agenda as a discussion only item.

Chairman Raymond opened the public discussion. Hearing no comments from the public, Chairman Raymond closed the public discussion.

Chairman Raymond requested this item be placed on the next agenda as a Discussion/Action item.

No action was taken. This item was continued to the next agenda.

**f. Committee’s Recommendation for ARPA (American Rescue Plan Act) Funds available for Water, sewer and Broadband Infrastructure. Discussion/Action.**

Chairman Raymond reported he and Board Member Rewitzer were appointed to the ARPA Wishlist Committee. The River Pines Public Utility District’ ARPA Grant Proposal was provided. The proposal was submitted to Chuck Iley, Amador County Administrative Officer (CA) for consideration.

Proposal 1: RPPUD Water/Sewer Needs in the amount of \$106,996

Proposal 2: Town Hall Needs in the amount of \$105,754

Chairman Raymond opened the public discussion. Hearing no comments from the public, Chairman Raymond closed the public discussion.

No action was taken.

**12. BOARD OF DIRECTORS COMMENTS/REPORTS: Discussion Only.**

a. Capital Improvements and general repairs necessary at the District. Continued Item.

Nothing to report.

**13. COMMITTEE COMMENTS/REPORTS: Continued Item.**

Nothing to report

**14. FUTURE AGENDA TOPICS:**

1. Solar Proposal Presentation.
2. Firehouse Repair.
3. Update Attorney’s response to CalPERS requests that all Board Members receive a W-2 and that Social Security and Medicare be taken out of their stipend checks.
4. Circle Tank “Separate Maintenance Agreement.

**ADJOURNMENT:** The meeting adjourned at 7:24 p.m. to the scheduled meeting on February 15, 2023.