



REGULAR MINUTES

Wednesday, February 15, 2023

ACTION MINUTES

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 arrived at 6:22 p.m.
Director Roscoe Raymond
Director Eric Rewitzer

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

ABSENT: Director Anita Ebbinghausen

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

4. **AGENDA:**

Motion by Board Member Chapman, seconded by Chairman Raymond, and carried by a 3 to 0 vote to approve the Regular Agenda dated February 15, 2023, as presented. Motion passed by the following vote:

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

5. **PUBLIC COMMENT FOR MATTERS NOT ON THE AGENDA:**

Dane Wadle, California Special District Association informed the Board that Capitol observers anticipate lawmarkers will introduce over 1,000 bills in the final week before the State Legislature's February 17 Bill Introduction Deadline, bringing the total number of Assembly and Senate Bills to well over 2,000 on the year. The Board was provided with the TAKE ACTION BRIEF to equip the District with the tools and information needed to Take Action.

CSDA urges the District to register for the important webinar coming up for free to CSDA members: February 23 10-11 a.m. for "Building Relationships with Your Lawmaker's Office" featuring a panel of actual legislative field staff discussing how you can help build relationships and partner with Legislators through their district offices. CSDA will be providing weekly eNew with additional information and resources.

A copy of the TAKE ACTION BRIEF information was provided for the record.

Chairman Raymond thanked Dane Wadle for this presentation.

6. MINUTES: Discussion / Approval.

a. January 18, 2023, Regular Meeting.

Motion by Board Member Chapman, seconded by Board Member Christensen, and carried by a 3 to 0 vote to approve the Minutes dated January 18, 2023 as presented. Motion passed by the following vote:

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

7. CONSENT ITEMS:

a. Monthly Financial Statements - Period Ending January 31, 2023.

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

b. Expenditure Report - Submitted Check Approval through January 31, 2022.

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

Motion by Board Member Rewitzer, seconded by Board Member Chapman and carried by a 3 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, Raymond, Rewitzer
NOES: None
ABSTAIN: None
ABSENT: Christensen, Ebbinghausen

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

a. Monthly Operations Report.

January 1 thru January 31, 2023 Water Production/Sold Information:

Well 2 – 320,300 gallons Total Produced – 897,360 gallons
Well 3R – 533,500 gallons Total Sold – 526,330 gallons
Well 6R – 43,560 gallons Unaccounted Loss - 41%
Staff Hours: Water 35 hours

January 1 thru January 31, 2023 Wastewater Production:

Influent flow: 2,039,100 gallons Effluent Discharged: 871,000 gallons
Staff Hours: Wastewater 30 hours

b. Monthly General Manager Report – Period Ending January 31, 2023.

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

General Manager Bingham reported the State is requiring a new mandated monthly Draught Report. The report will be prepared by Amador Water Agency.

Board Member Christensen arrived at 6:22 p.m.

9. BOARD MATTERS: Discussion/Action.

a. Solar Proposal Presentation. Discussion/Action.

Prime Home Solutions was present to discuss their Solar Proposal that was submitted in tonight's agenda packet for discussion and action.

The Presentation provided the following:

1. Project Summary
2. PV System Details
3. Rebates and Incentives
4. Utility Rates
5. Current Electric Bill
6. New Electric Bill
7. Cash Purchase

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 Chairman Raymond, seconded by Board Member Christensen and carried by a 4 to 0 vote to continue researching the District's Solar Requirements. Motion passed by the following vote:

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

Chairman Raymond thanked Prime Home Solutions for their Solar Proposal Presentation.

This item was continued to the next agenda.

b. Firehouse Repair. Discussion/Action.

General Manager stated nothing had been submitted on this item.

Board Clerk Wurzburger stated Board Member Ebbinghausen had stated she would discuss this matter at the October RPRA meeting, At the January meeting Chairman Raymond state he would further investigate what was needed for the Firehouse repair.

Chairman Raymond stated he would further investigate this matter with Board Member Ebbinghausen.

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

c. Circle Tank "Separate Maintenance Agreement. Discussion /Action.

General Manager stated nothing had been submitted on this item.

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

d. Roof Repair Estimates. Discussion/Action.

General Manager reported after recent storms the Jaybird tank was damaged to the extent that it needs to be completely replaced. During the roofing companies inspections it was also determined there was damage to the new shed shop and the operation building at the sewer plant. Upon being notified by Amador Water Agency of these damages. Office Manager Lanier was instructed to obtain three bids from three different companies for repair.

The bids received were from Roof Roofing:

1. Jaybird Tank in the amount of \$3,950.00 plus any additional costs.
2. Buildings 2 and 3 in the amount of \$6,600.00 plus any additional costs.\

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 Chairman Raymond, seconded by Board Member Chapman and carried by a 4 to 0 vote to direct staff to obtain additional Roof Repair Bids. Motion passed by the following vote:

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

This item was continued to the next agenda.

e. Emigrant Road and Culvert Estimates. Discussion/Action.

General Manager Bingham reported during the big storms Emmigrant Road was damaged and parts washed away making it difficult to pass on and exposing water/sewer lines. Also the road needs to be raised so that the District (AWA) has access at all times. Office Manager Lanier was instructed to obtain three bids from three different companies for repair.

The bids received were from the following companies.

1. Shenandoah Excavating –\$11,200.00 Repair roadway/clean ditches headed to the sewer pond.
2. Shenandoah Excavating - \$ 9,800.00 Repair around Culvert /Roadway in culvert.
3. Shenandoah Excavating - \$ 5,400.00 Damaged Roadway to sewer pond.
4. Rob Cowan Construction, Inc. - \$12,000.00 Damage Roadway, restore Culverts, Rip Rap, grade Road, add 24 tons, remove debris , equipment time.
5. Campbell Construction General Engineering Inc. – \$ 2,552.12 Debris removal, clean up of inlet and Outlet of Culvert, Operator/Bobtail Truck.
6. Finch Excavation - \$27,232.00 General breakdown of bid.

General Manager Bingham noted the Emmigrant Road Agreement holds all six property owners accountable for the repairs. She also stated this road repair requires a permit from the Department of Fish and Game.

General Manager stated there were two options for consideration:

1. Board approval of a bid, instruct staff to carry out the repairs. Direct staff to bill these property owners their portion. A lien would be placed on those property owners that don't pay their portion.
2. Board approval of a bid, instruct staff to carry out these repairs. Direct staff to send these property owners the approved bid and request their portion of the cost be submitted to the District before the repairs are started. A lien would be placed on those property owners that don't pay their portion.

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

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

f. Unauthorized Trees Planted at Town Center. Discussion/Action.

General Manager Bingham reported she was notified by a town resident that there was a line of trees planted at the town center. This resident was very concerned that they would be a huge problem as they mature and asked they be removed. The individual that planted the trees did not have permission to plant these trees.

The Board action is to determine if these trees should be removed and if so by who and how.

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

Chairman Raymond stated he contact the individual to discuss the remove of these trees.

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

g. 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 reported the District was notified by CalPers that the Board members should be receiving W2's because they give direction to the General Manager on how to proceed with his/her job.

She contacted the District's attorney for legal advice and after thorough investigation it has come to the determination that the District Board Members should be receiving W2's. The attorney has recommended the District file amended W-2's and pay what is owed and any penalties that may be imposed. Going forward the District needs to issue W-2's by January 31st of the following year.

Chairman Raymond stated this would cost a lot of money to amend past returns and these bad taxes and penalties be paid by the District.

General Manager Bingham requested their January stipend checks be given to the Office Manager and a payroll check will be issued in its place.

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 Chairman Raymond, seconded by Board Member Chapman and carried by a 4 to 0 vote to continue this item to the March meeting for further discussion. Motion passed by the following vote:

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

This item was continued to the next agenda.

10. BOARD OF DIRECTORS COMMENTS/REPORTS: Discussion Only.

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

Nothing to report.

11. COMMITTEE COMMENTS/REPORTS: Continued Item.

Nothing to report

12. FUTURE AGENDA TOPICS:

1. Solar Proposal Presentation.
2. Firehouse Repair.
3. Circle Tank "Separate Maintenance Agreement.
4. Roof Repair Estimates.
5. Emigrant Road & Culvert Estimates.
6. 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

ADJOURNMENT: The meeting adjourned at 8:00 p.m. to the scheduled meeting on March 15, 2023.