

REGULAR MINUTES

Wednesday, July 11, 2018
ACTION MINUTES

1. **CALL TO ORDER:** The meeting was called to order by Chairman Miller at 5:30 p.m.

2. **ROLL CALL:**

Director Richard Miller
Director Mark Etter
Director Rosco Raymond
Director Anita Ebbinghausen
Director Patrick Henry

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

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

4. **AGENDA:**

Motion by Vice-Chairman Raymond, seconded by Chairman Miller, and carried by a 5 to 0 vote to approve the Regular Agenda dated July 11, 2018 as presented. Motion passed by the following vote:

AYES: Ebbinghausen, Etter, Henry, Miller, Raymond
NOES: None
ABSTAIN: None
ABSENT: None

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

Dennis Cook, present to request temporary cape off and standby status of the sewer line to his shop because he has not used any water at that location for 1 ½ years. He provided 3 copies of his written request. General Manager Bingham stated she would contact Amador Water Agency and submit a work order to undertake the cape off for Dennis Cook's shop.

Karla Christensen reported she was not able to obtain a copy of the agenda packet from the District's website. General Manager Bingham stated she will fix the posting problem on the District's website and was apologetic for this situation.

6. **MINUTES: Discussion / Approval.**

A. June 13, 2018 Regular Meeting.

Board Clerk Wurzburger reported there was an error with the numbering on the minutes.

Chairman Miller noted for the record for the interest of keeping the meeting moving in a timely manner he requested the Board Members read their agenda packets before the meeting.

Motion by Chairman Miller, seconded by Board Member Henry, and carried by a 5 to 0 vote to approve the Minutes dated June 13, 2018 as amended. Motion passed by the following vote:

AYES: Ebbinghausen, Etter, Henry, Miller, Raymond
NOES: None
ABSTAIN: None
ABSENT: None

7. CONSENT ITEMS:

- a. Monthly Financial Statements - Period Ending June 30, 2018.
- b. Expenditure Report - Submitted Check Approval through June 30, 2018.

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

Motion by Vice-Chairman Raymond, seconded by Board Member Etter, and carried by a 5 to 0 vote to approve the Consent Items - Period Ending June 30, 2018. Motion passed by the following vote:

AYES: Ebbinghausen, Etter, Henry, Miller, Raymond
NOES: None
ABSTAIN: None
ABSENT: None

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

A. Monthly Operations Report.

The report included updates from AWA staff, construction, wastewater and water – see report for complete details.

May Water Production/Sold Information:

Well 2 - 462,300 gallons Total Produced – 953,290 gallons
Well 3R - 466,200 gallons Total Sold – 863,090 gallons
Well 6R - 24,790 gallons Total Lost - 10%

May Wastewater Production:

Influent flow: 1,066,300 gallons Effluent 1,117,200 gallons

General Manager Bingham reported she spoke to the Amador Water Agency regarding the big difference in the Water Production Total Loss percentage number. They will be calculating the water production number and meter reads on the same date to determine if this provides a more accurate total lost percentage. It was also noted that a suspected water user thief had moved out of town and that might also affect the water lost percentage.

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

B. Monthly General Manager Report.

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

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

General Manager Bingham reported she would be at the District next week and Auditor Johnson will be performing the Annual Audit July 18 and 19. She reiterated she would be scheduling a meeting with Amador Water Agency regarding Item 9 sewer ponds and replacement of lining and cost associated with this item. She also stated she would be contacted Jack Scroggs regarding Item 4 Maps and Description – LAFCO and additional cost associated with this item.

9. BOARD MATTERS: Discussion / Action / Direction to Staff.

a. Community Service Award Presentation. Discussion/Possible Action.

Vice-Chairman Raymond stated the individual was not present. This item was continued and no action was taken on this item.

b. 2018/2019 Budget. Discussion/Possible Action.

No written report was submitted on this item. General Manager Bingham reported the presented 2018/2019 Budget reflected a 10 percent increase as discussed at the Budget workshop.

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

Motion by Board Member Etter, seconded by, and carried by Board Member Ebbinghausen by a 5 to 0 vote to approve the 2018/2019 Budget as presented. Motion passed by the following vote:

AYES: Ebbinghausen, Etter, Henry, Miller, Raymond
NOES: None
ABSTAIN: None
ABSENT: None

c. Tax Roll 2018/2019. Discussion/Possible Action.

General Manager Bingham presented the Direct Charges (Assessments) Secured Tax Roll 2018/2019. There are thirteen properties on the submitted list.

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

Motion by Board Member Etter, seconded by, and carried by Board Member Henry by a 5 to 0 vote to approve the Direct Charges (Assessments) Secured Tax Roll 2018/2019 as presented.

Motion passed by the following vote:

AYES: Ebbinghausen, Etter, Henry, Miller, Raymond
NOES: None
ABSTAIN: None
ABSENT: None

d. Adopt Resolution 2018-11 – Tax Roll 2018-2019. Discussion/Possible Action.

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

Motion by Board Member Etter, seconded by Board Member Henry, and carried by a 5 to 0 vote to adopt Resolution 2018-11 Approving and Confirming the Final Assessment Secured Tax Roll for 2018-2019. Motion passed by the following vote:

AYES: Ebbinghausen, Etter, Henry, Miller, Raymond
NOES: None
ABSTAIN: None
ABSENT: None

e. Adopt Resolution 2018-12 – U.S.D.A. Application – Town Hall Repairs. Discussion/Possible Action.

No written report was submitted on this item. General Manager Bingham reported Nell Raymond had submitted the Lowe’s grant application for the Town Hall repairs also. The U.S.D.A. Application is a backup loan for those repairs.

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

Motion by Board Member Ebbinghausen, seconded by Vice-Chairman Raymond, and carried by a 5 to 0 vote to Approve Resolution 2018-12 Authoring the District Manager to Sign and File U.S.D.A. Application – Town Hall Repairs. Motion passed by the following vote:

AYES: Etter, Miller, Raymond
NOES: None
ABSTAIN: None
ABSENT: Ebbinghausen, Henry

f. Rate Increase – Sewer. Discussion/Possible Action.

No written report was submitted on this item. General Manager Bingham reported according to the Budget there was a \$12,490.86 deficit in the Sewer Fund.

Board Member Ebbinghausen stated the Sewer Rates need to be increased and that there had not been a sewer rate increase since the 1980’s.

Board Clerk Wurzburger reiterated to pass a rate increase the District must comply with Proposition 218 and prepare a Public Notice notifying the property owners of the public hearing to discuss the proposed rate increase and its methodology with the current sewer rate structure

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

Motion by Board Member Etter, seconded by Board Member Ebbinghausen, and carried by a 5 to 0 vote to Authorize the General Manager to initiate the Proportion 218 Process for the Sewer Rate for submittal at the August meeting for consideration. Motion passed by the following vote:

AYES: Ebbinghausen, Etter, Henry, Miller, Raymond
NOES: None
ABSTAIN: None
ABSENT: None

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

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

11. COMMITTEE COMMENTS/REPORTS: Continued Item.

No written report was submitted on this item. Vice-Chairman Raymond provided a brief update on the committee meetings and no action was taken.

- a. Standby Fee Determination Committee. Discussion/Possible Action.
- b. Town Hall Improvement Committee. Discussion/Possible Action.
- c. Solar Panel Committee. Discussion/Possible Action.
- d. Water Rights Committee. Discussion/Possible Action.

12. FUTURE AGENDA TOPICS:

- a. Proposition 218 Process Sewer Rate Increase Update.
- b. Approval 2018/2019 Budget.
- c. Public Hearing - River Pines Public Utility District Bylaws, Rules and Procedures.
- d. LAFCO Annexation Mapping Amended Cost – Amador Parcels.

13. ADJOURNMENT: The meeting adjourned at 6:40 p.m.

Respectively submitted,
Gisele Wurzbarger, Board Clerk