

**REGULAR MINUTES**

**Wednesday, January 20, 2021**

**ACTION MINUTES**

**In Compliance with Executive Department State of California  
Executive Order N-29-20**

**Join Hangouts Meet: [meet.google.com/xhx-btmk-dxr](https://meet.google.com/xhx-btmk-dxr)  
Join by Phone: +1 223-213-5281 PINL 569 172 483 3260#**

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**1. CALL TO ORDER:** The meeting was called to order by Chairman Christensen at 6:30 p.m.

**2. ROLL CALL: Via Phone**

Director Karla Christensen  
Director Anita Ebbinghausen  
Director Patrick Henry  
Director John Chapman  
Director Roscoe Raymond

Candi Bingham, General Manager  
Gisele Wurzbarger, Board Clerk – Google Meet

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

**4. AGENDA:**

General Manager Bingham request Resolution No. 2021-01 Adopting the Amador County Local Hazard Mitigation Plan Update and Board Meeting scheduled for February 17, 2021 be rescheduled to February 24, 2021 be added to the agenda for consideration.

**Motion by Board Member Henry seconded by Board Member Chapman and carried by a 5 to 0 vote to approve the Regular Agenda dated January 20, 2021 as amended. Motion passed by the following vote:**

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

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

None.

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

A. December 16, 2020 Regular Meeting.

**Motion by Board Member Chapman, seconded by Vice-Chairman Raymond, and carried by a 5 to 0 vote to approve the Minutes dated December 16, 2020 as amended. Motion passed by the following vote:**

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

**7. CONSENT ITEMS:**

- a. Monthly Financial Statements - Period Ending December 31, 2020.
- b. Expenditure Report - Submitted Check Approval through December 31, 2020.

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

**Motion by Board Member Henry, seconded by Vice-Chairman Raymond, and carried by a 5 to 0 vote to approve the Consent Items - Period Ending December 31, 2020. Motion passed by the following vote:**

**AYES: Chapman, Christensen, Ebbinghausen, Henry, 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 for Regulatory Compliance Specialist, Wastewater, Water, Distribution and Electrical.

**December 1 thru December 31, 2020 Water Production/Sold Information:**

Well 2 - 236,700 gallons      Total Produced – 821,632 gallons  
Well 3R – 362,700 gallons      Total Sold – 625,110 gallons (estimated no meter reads)  
Well 6R – 222,232 gallons      Unaccounted Loss - 24%  
Staff Hours: Water 91.00 hours

**December 1 thru December 31, 2020 Wastewater Production:**

Influent flow: 1,145,400 gallons      Effluent Discharged: 102,800 gallons  
Staff Hours: Wastewater 25.50 hours

Chairman Christensen opened the public discussion. Hearing no comments from the public, Chairman Christensen 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.

General Manager Bingham reported District Auditor Robert Johnson has passed away due to COVID complications. Mr. Johnson has been doing the District's audits for the past ten (10) years. The Company's partner will be completing the District's audits. The 2020 audit, due to COVID, has not yet been completed. She noted she was currently working with the auditor to get this scheduled. This audit will more than likely be a remote audit due to COVID.

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

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

**a. Public Hearing Rate Increase – Count Protest Letter and Vote on Effective Date.** Discussion/Action. No written report was submitted on this item. Board Member Wurzburger noted for the record a public notice regarding the public hearing needs to be posted 10 days prior to the meeting in the local newspaper and at the Town Hall and General Store.

After considerable discussion amongst the Board, it was decided the Public Hearing Rate Increase and count of the protest votes that will be held at the February Board Meeting. Chairman Christensen and Board Member Henry will get additional word out for the Public Hearing on Facebook, Town Hall and General Store.

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

**Motion by Vice-Chairman Raymond, seconded by Board Member Henry, and carried by a 5 to 0 vote to direct staff to publish a Public Notice regarding Public Hearing Rate Increase – Count Protest Letter and Vote on Effective Date and to reschedule the Public Hearing for the February meeting. Motion passed by the following vote:**

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

**b. Paymentus Fees Continue Extension of Customer Credit.** Discussion/Action.

No written report was submitted on this item. General Manager reported the Paymentus Fee was in effect until December 2020. General Manager Bingham reported with the COVID-10 "Stay-at-Home Order" (except for those essential services), there is an inconvenience for customers to pay their bills. Paymentus, the District's online payment service which allows customers to pay their utility bill using a credit card, debit card or e-check, charges the customers \$2.95 per transaction. It is recommended this credit would be extended through June 2021.

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

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

**Motion by Board Member Henry, seconded by Vice-Chairman Raymond, and carried by a 5 to 0 vote to continue the Issuance of a Monthly Credit in the amount of \$2.95 to Customers using Paymentus Online Payment Service to make their District Online Payments thru June 2021. Motion passed by the following vote:**

**AYES: Chapman, Christensen, Ebbinghausen, Henry, Raymond**

**NOES: None**  
**ABSTAIN: None**  
**ABSENT: None**

**c. RPPUD Water System Improvement Project Update.** Discussion.

No written report was submitted on this item. General Manager Bingham reported Legal is looking into the Jay Bird Tank easement issue that was discussed at the last meeting. KASL is waiting to get documentation from the State on this matter because the State funds cannot be used on leased property. The Bid Packets for the RPPUD Water System Improvement Project for only the Distribution System will be sent out in January.

General Manager Bingham will continue researching additional funding through USDA and CDBG Grants for the Circle Tank because the USDA will not give the District the \$1.3 million loan as previously discussed.

This item was continued to the February meeting. No action taken.

**d. River Access Dam Committee Update.** Continued Discussion.

No written report was submitted on this item. Chairman Christensen report no action taken regarding the purchase of the concrete for River Access Dam.

**e. Resolution No. 2021-01 Adopting the Amador County Local Hazard Mitigation Plan Update.**

Discussion/Action.

No written report was submitted on this item. General Manager Bingham reported Amador County requested the District approve Resolution 2021-01 adopting the Amador County Local Hazard Mitigation Plan Update.

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

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

**Motion by Board Member Henry, seconded by Vice-Chairman Raymond, and carried by a 5 to 0 vote to approve Resolution No. 2021-01 Adopting the Amador County Local Hazard Mitigation Plan Update. Motion passed by the following vote:**

**AYES: Chapman, Christensen, Ebbinghausen, Henry, Raymond**  
**NOES: None**  
**ABSTAIN: None**

**f. Board Meeting scheduled for February 17, 2021 be rescheduled to February 24, 2021.**

Discussion/Action.

No written report was submitted on this item. General Manager Bingham reported she would be at the District on February 24 and requested the February 17<sup>th</sup> meeting be rescheduled during her visit.

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

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

**Motion by Chairman Christensen, seconded by Board Member Henry, and carried by a 5 to 0 vote to reschedule Board Meeting scheduled for February 17, 2021 be rescheduled to February 24, 2021 to be held at 6:00 p.m. in person at the Town Hall. Motion passed by the following vote:**

**AYES: Chapman, Christensen, Ebbinghausen, Henry, 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.

- a. Solar Panel Committee. Discussion/Possible Action.

No action taken.

- b. Water Rights Committee. Discussion/Possible Action.

No action taken.

Board Member Henry stated at the last meeting he was directed to speak to Brent Stewart regarding the SCADA system. He stated Brent Stewart informed him that he owns all of the District's radios. General Manager Bingham reported she has all the supporting paperwork that shows the District owns the radios. She reported she took this paperwork to the Amador County Sheriff Department. She reported the District owns the tower and there is a \$500 agreement with Brent Stewart. She stated none of the District's cameras work and were last updated in 2015, so she has contracted with Abe to recap the District's camera system. ATEEM will update the SCADA system with new modulars.

This item was continued to the February meeting. No action taken.

**12. FUTURE AGENDA TOPICS:**

- a. Public Hearing Rate Increase – Count Protest Letter and Vote on Effective Date. Discussion/Action.  
b. Maintenance at Town Hall/Office. Discussion/Action.  
c. A-TEEM SCADA Contract Update. Discussion/Action.  
d. River Access Dam Committee Update. Continued Discussion.

**13. ADJOURNMENT:** The meeting adjourned at 7:21 p.m. to the rescheduled meeting on February 24, 2021.