

REGULAR MINUTES

Wednesday, June 13, 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

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

Absent: Director Anita Ebbinghausen
Absent: Director Patrick Henry

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 3 to 0 vote (Board Member Ebbinghausen and Board Member Henry absent) to approve the Regular Agenda dated June 13, 2018 as presented. Motion passed by the following vote:

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

5. PUBLIC COMMENT FOR MATTERS NOT ON THE AGENDA:

Dave Wadley, CSDA, was present to provide information regarding the services provided by CSDA.

Nell Raymond reported the May 30, 2018 Amador County Veteran Service event by Officer Terry Sanders regarding Veteran's Services Outreach for Veteran services and benefits was an outstanding success and will be held again in August.

Gabriel Stewart inquired if the newly passed Senate Bills 606 and 1668 regarding water restriction apply to the District.

General Manager Bingham reported the District has received information on these Senate Bills which become effective in 2020 and staff will be working with the Board to implement these water restrictions.

Dave Wadley, CSDA, reiterated these Senate Bills will be effective in 2020 and the State will be machining recommendation on the implementation on these bills.

6. MINUTES: Discussion / Approval.

A. May 9, 2018 Regular Meeting.

Motion by Chairman Miller, seconded by Vice-Chairman Raymond, and carried by a 3 to 0 vote (Board Member Ebbinghausen and Board Member Henry absent) to approve the Minutes dated May 9, 2018 as presented. Motion passed by the following vote:

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

7. CONSENT ITEMS:

- a. Monthly Financial Statements - Period Ending May 31, 2018.
- b. Expenditure Report - Submitted Check Approval through May 31, 2018.

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 Vice-Chairman Raymond, and carried by a 3 to 0 vote (Board Member Ebbinghausen and Board Member Henry absent) to approve the Consent Items - Period Ending May 31, 2018. Motion passed by the following vote:

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

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 - 452,800 gallons Total Produced - 941,911 gallons
Well 3R - 472,500 gallons Total Sold - 618,030 gallons
Well 6R - 316,611 gallons Total Lost - 34%

May Wastewater Production:

Influent flow: 1,197,300 gallons Effluent 935,500 gallons

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.

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 requested a 2018/2019 Budget workshop be scheduled next week during her monthly office visit.

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

No action taken on this item.

c. Void Resolution 2018-06 – Annexation Amador County LAFCO. Discussion/Possible Action.

No written report was submitted on this item. Vice-Chairman Raymond provided a verbal report. He stated Roseanne Chamberlain, LAFCO had reported Resolution 2018-06 was incorrected. This resolution needs to be voided and resubmitted with the correct information for the application for Annexation Amador County LAFCO AB-8 Agreement.

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

Motion by Chairman Miller, seconded by Vice-Chairman Raymond and carried by a 3 to 0 vote (Board Member Ebbinghausen and Board Member Henry absent) to void Resolution 2018-06 Annexation Amador County LAFCO AB-8 Agreement. Motion passed by the following vote:

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

d. Adopt Resolution 2018-07 – Annexation Amador County LAFCO. Discussion/Possible Action.

No written report was submitted on this item. Vice-Chairman Raymond provided a verbal report. He stated Roseanne Chamberlain, LAFCO had reported Resolution 2018-06 was incorrected. Resolution 2018-07 was provided with the correct information for the annexation of 14 parcels in El Dorado - Annexation Amador County LAFCO AB-8 Agreement.

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

Motion by Chairman Miller, seconded by Vice-Chairman Raymond, and carried by a 3 to 0 vote (Board Member Ebbinghausen and Board Member Henry absent) to adopt Resolution 2018-07 – Annexation of 14 parcels in El Dorado for the Annexation Amador County LAFCO AB-8 Agreement. Motion passed by the following vote:

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

e. Adopt Resolution 2018-08 – Annexation Amador County LAFCO. Discussion/Possible Action.

No written report was submitted on this item. Vice-Chairman Raymond provided a verbal report. He stated Roseanne Chamberlain, LAFCO had reported Resolution 2018-06 was incorrected. Resolution 2018-08 was provided with the correct information annexation of 4 parcels in Amador County - for Annexation Amador County LAFCO AB-8 Agreement.

Chairman Miller opened the public discussion.

Gabriel Stewart stated the Resolutions 2018-07 and 2018-08 needed to be corrected as they both state Amador County.

Board Clerk Wurzburger noted for the record: “Amador County” referred to the Annexation Amador County LAFCO and that the resolutions were correct as submitted. She noted in the body: **Resolution 2018-07 was for 14 parcels located in El Dorado County and Resolution 2018-08 was for 4 parcels in Amador County.**

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

Motion by Chairman Miller, seconded by Chairman Raymond, and carried by a 3 to 0 vote (Board Member Ebbinghausen and Board Member Henry absent) to Approve Resolution 2018-08 – Annexation of 4 parcels in Amador County for the Annexation Amador County LAFCO AB-8 Agreement. Motion passed by the following vote:

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

f. Surplus Item Sale – Resolution 2018-09 - LP Wedgewood Gas Stove. Discussion/Possible Action.

No written report was submitted on this item. General Manager Bingham reported at the last meeting the Board requested staff prepare a resolution to approve the sale of District surplus items for consideration and approval. Resolution 2018-09 declares the LP Wedgewood Gas Stove as surplus and authorizes the sale of surplus district property.

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

It was the consensus of the Board to advertise the sale of LP Wedgewood Gas Stove for \$1,000 and not to except less than \$500.

Motion by Chairman Miller, seconded by Board Member Etter, and carried by a 3 to 0 vote (Board Member Ebbinghausen and Board Member Henry absent) to Approve Resolution 2018-09 Declaring Equipment Surplus and Authorizing the Sale of Surplus District Property. Motion passed by the following vote:

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

g. Purchase New Circle Tank Property – Approx. \$13,000. Discussion/Possible Action.

No written report was submitted on this item. General Manager Bingham reported the new Circle Tank Property has been surveyed and appraised with a value for approximately \$13,000. She noted all expenses associated with this purchase would be reimbursed once the loan has been approved. This purchase request is the first step in the process to purchase of the property. If approved staff would contact the District's Attorney to prepare the appropriate documentation to complete this purchase.

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 Chairman Miller, and carried by a 3 to 0 vote (Board Member Ebbinghausen and Board Member Henry absent) to approve the concept to purchase the New Circle Tank Property and authorized staff to obtain the appropriate documentation to complete the purchase in an amount not to exceed \$14,000. Motion passed by the following vote:

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

h. Resolution 2018-10 – Purchase Circle Tank Property. Discussion/Possible Action.

No written report was submitted on this item. General Manager Bingham reported Resolution 2018-10 was pending the Board's approval to purchase the Circle Tank Property.

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

It was the consensus of the Board to direct General Manager Bingham to contact the District's Attorney to prepare the appropriate documentation to complete the purchase of the Circle Tank Property.

i. Letter Brian Oneto & Public Works. Discussion/Possible Action.

No written report was submitted on this item. Vice-Chairman requested the Board approve drafting a letter to Supervisor Oneto and Department of Public Works requesting River Pines Road Repairs be submitted to the Amador County Board of Supervisors for consideration in their 2019-2020 Budget.

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 Vice-Chairman Raymond and carried by a 3 to 0 vote (Board Member Ebbinghausen and Board Member Henry absent) to direct staff to draft a letter to Supervisor Oneto and Department of Public Works requesting River Pines Road Repairs be submitted to the Amador County Board of Supervisors for consideration in their 2019-2020 Budget. Motion passed by the following vote:

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

j. Bylaws. Discussion/Possible Action.

No written report was submitted on this item. The Board was provided a draft copy of the River Pines Public Utility District Bylaws, Rules and Procedures for review.

General Manager Bingham reported this item was the first draft copy of the River Pines Public Utility District Bylaws, Rules and Procedures and adoption of an Ordinance would be necessary to adopt these Bylaws, Rules and Procedures. She used the District's current Bylaws, Rules and Procedures, Amador Water Agency's and other small special districts to assist her in drafting this document.

Board Clerk Wurzburger explained the Board would have to following the following steps to adopt this document:

- Publish a Public Notice to Adopt an Ordinance River Pines Public Utility District Bylaws, Rules and Procedures – to include rescinding current and any amendments to the original Ordinance.
 - This must be published 10 days prior to the meeting to consider the new District Bylaws.
- Hold two Public Hearings;
 - First meeting for the first reading by title only and review of provided Ordinance.
 - Second meeting submittal of the final draft to adopt Ordinance River Pines Public Utility District Bylaws, Rules and Procedures which become effective 30 days after adoption.

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

It was the consensus of the Board to schedule a Public Hearing Notice for consideration of an Ordinance to adopt the River Pines Public Utility District Bylaws, Rules and Procedures and directed General Manager Bingham to publish the necessary Public Notice for this Public Hearing 10 days prior to July 11, 2018 meeting.

k. Board Clerk Contract. Discussion/Possible Action.

No written report was submitted on this item. Board Clerk Wurzburger stated at the December 13, 2017 meeting the Board approved an extension to the Board Clerk Contract through June 30, 2018. At the May 9, 2018 meeting the Board was advised the contract ended June 30, 2018 and inquired if the Board wanted to extend the contract for another 6 months. The request would be to approve the contract at the current pay of \$300.00 per meeting.

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 Vice-Chairman Raymond, and carried by a 3 to 0 vote (Board Member Ebbinghausen and Board Member Henry absent) to approve Board Clerk Contract thru December 2018 at the current pay of \$300.00 per meeting. Motion passed by the following vote:

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

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.

Nell Raymond reported there has been no response regarding the Lowe's grant application that was submitted for consideration.

Board Member Etter reported there was a problem with weeds at the District. General Manager Bingham stated she would contact the Amador Water Agency regarding this weed eating problem.

Julienne Hiatt reported the RPA would be paying for River Pines' children to attend the Summer Camp Program "Our Amazing Environment" June 25 – July 6 organized by the Amador County Recreation Agency being held at the River Pines Town Hall.

12. FUTURE AGENDA TOPICS:

- a. 2018/2019 Budget.
- b. Public Hearing - River Pines Public Utility District Bylaws, Rules and Procedures.
- c. Purchase Circle Tank Property.

13. ADJOURNMENT: The meeting adjourned at 6:26 p.m.

Respectively submitted,
Gisele Wurzbarger, Board Clerk