



REGULAR MINUTES
November 15, 2023
ACTION MINUTES

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

2. **ROLL CALL: Via Phone**

Director Karla Christensen
Director Anita Ebbinghausen
Director Roscoe Raymond

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

ABSENT: Director John Chapman
Director Eric Rewitzer
Office Manager Leslie Garrett

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

4. **AGENDA:**

General Manager Bingham requested item 9c. Accepting Grant of Easement Parcel Number 014-091-009 and 014-091-023 and Resolution 2023-05 Accepting An Easement Agreement Granting an Easement for Parcel Number 014-091-009 and 014-091-023.

General Manager Bingham request the December 17, 2023 be cancelled and the next meeting be January 17, 2024. She stated if something comes up for Board consideration a meeting could be held in December.

Motion by Chairman Raymond, seconded Board Member Christensen and carried by a 3 to 0 vote to approve the Regular Agenda dated November 15, 2023 as amended and to cancel the December 17 Board meeting.

AYES: Christensen, Ebbinghausen, Raymond

NOES: None

ABSTAIN: None

ABSENT: Chapman, Rewitzer

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

Cathy Landgraf was present to discuss trash and general maintenance of the Town Center. Chairman Raymond stated the Board would look into these issues.

Board Member Christensen inquired about the work being done on the side of the building. General Manager Bingham reported that was an emergency repair on the broken water line to the Chlorine tank. She also reported all the Chlorine was lost and by law there must be a water line to the Chlorine.

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

a. September 20, 2023, Regular Meeting.

There was some discussion regarding the dates of Board Meetings for September, November and December. For the record the calendar shows the following dates are September 20, October 18 and December 20.

Motion by Board Member Christensen, seconded by Board Member Ebbinghausen, and carried by a 3 to 0 vote to approve the Minutes dated September 20, 2023 as amended. Motion passed by the following vote:

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

7. CONSENT ITEMS:

a. Monthly Financial Statements - Period Ending September 30, 2023.

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

b. Monthly Financial Statements - Period Ending October 31, 2023

General Manager reported the Amador Water Agency submitted a bill for \$42,000 that is not reflected on this month's Financial Statement. This bill is for services regarding services provided for assemble of the 3 aerators, electrical for aerators and new generator. She has asked AWA for an itemized invoice. She stated a portion of this bill qualifies to be paid through the LAIF account.

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 September 30, 2023.

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 October 31, 2023.

Motion by Board Member Christensen, seconded by Chairman Raymond and carried by a 3 to 0 vote to approve the Monthly Financial Statements and Expenditure Report – Period Ending September 30, 2023 and Period Ending October 31, 2023. Motion passed by the following vote:

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

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

a. Monthly Operations Report.

September 1, thru September 30, 2023 Water Production/Sold Information:

Well 2 - 310,300 gallons Total Produced - 974,326 gallons

Well 3R - 475,500 gallons Total Sold – 824,000 gallons
Well 6R - 188,526 gallons Unaccounted Loss - 15%
Staff Hours: Water 94.5 hours

September 1 thru September 30, 2023 Wastewater Production:

Influent flow: XXXX gallons Effluent Discharged: XXXX gallons
Staff Hours: Wastewater 46 hours

It was noted for the record that September’s Wastewater Production was not reflected in the provided report. General Manager Bingham stated she requested AWA provide an updated September Monthly Operations Report.

b. Monthly Operations Report.

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

Well 2 - 286,800 gallons Total Produced - 934,800 gallons
Well 3R - 443,600 gallons Total Sold - 634,250 gallons
Well 6R - 204,400 gallons Unaccounted Loss – 32%
Staff Hours: Water 46.75 hours

October 1 thru October 31, 2023 Wastewater Production:

Influent flow: 1,032,800 gallons Effluent Discharged: 495,900 gallons
Staff Hours: Wastewater 47 hours

b. Monthly General Manager Report – Period Ending September/October 2023.

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

General Manager Bingham reported Amador Code Enforcement will charge the District \$175.00 to tow any abandoned vehicles on District property. She stated Measure J did not pass.

Measure J - Amador County Vehicle Abatement Program and associated fees (one dollar per vehicle and an additional two dollars for certain commercial vehicles) be renewed for a ten year term under California Vehicle Code Sections 9250.7 and 22710, or any successor statutes thereto, for purposes of removal and disposal of abandoned and wrecked vehicles.

Chairman Raymond stated he would look into Towing Services and requested this item be placed on the next agenda for discussion and consideration.

9. BOARD MATTERS: Discussion/Action.

a. **Resolution 2023-04 Adopting River Pines Public Utility Conflict of Interest Code.** Discussion/Action
General Manager Bingham reported Amador Board Clerk Kim Grady submitted a letter regarding River Pines Public Utility Conflict of Interest Code. The County Board of Supervisors is the code reviewing body for city agencies and any other local government agencies. The FPPC is the code reviewing body for any agency with jurisdiction in more than one county. The Board must adopt Resolution 2023-04 and submit it to the Amador County Board of Supervisors for final approval. The Code of Interest Code has to be reviewed biennially.

A conflict of interest code tells public officials, governmental employees, and consultants what financial interests they must disclose on their Statement of Economic Interests (Form 700). The FPPC has prepared a 2022 Local Agency Biennial Notice form for local agencies to complete.

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

Motion by Chairman Raymond, seconded by Board Member Ebbinghausen and carried by 3 to 0 vote to adopt Resolution 2023-04 River Pines Public Utility Conflict of Interest Code. Motion passed by the following vote:

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

b. Roofing Bids for Consideration. Discussion/Action.

General Manager Bingham reported the District received two roofing Bids.

All Sierra Roofing Company, Inc. in the amount of \$11,211.00 for 3 different buildings at 3 locations. Roof Roofing Company two bids \$3,950.00 and \$6,600.00 totaling \$10,550.00 at 2 locations.

She stated a portion of this bill qualifies to be paid thru the LAIF account.

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

After considerable discussion the following motion was made:

Motion by Board Member Ebbinghausen, seconded by Chairman Raymond and carried by a 3 to 0 vote to Award the Roofing Bid to All Sierra Roofing Company in the amount of \$11,211.00. Motion passed by the following vote:

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

b. Approval of Grant of Easement APNs 014-091-009 and 014-091-023 and Adopt Resolution 2023-05 Accepting an "Easement Agreement" Granting an Easement in Real Property Identified by APNs 014-091-009 and 014-091-023.

General Manager Bingham stated Kim Lamb and Lindsay Harrison requested descriptions on the Grant Easement. She stated the Grant of Easement needs to be recorded by Monday and submitted to the State. An addendum with those descriptions will be provided at a later date. Kim Lamb and Lindsay Harrison will get the Grant of Easement notarized tomorrow. The City Attorney will prepare the submittal letter once the documents have been signed and recorded.

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

After considerable discussion the following motions was made:

Motion by Chairman Raymond, seconded by Board Member Christensen and carried by a 3 to 0 to Approve Grant of Easement (APNs 014-091-009 and 014-091-023). Motion passed by the following vote:

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

Motion by Chairman Raymond, seconded by Board Member Christensen and carried by a 3 to 0 to Adopt Resolution 2023-05 Accepting an “Easement Agreement” Granting an Easement in Real Property Identified by APNs 014-091-009 and 014-091-023. Motion passed by the following vote:

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

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

- a. Capital Improvements and general repairs necessary at the District. Continued Item. Board Member Ebbinghausen stated the Distribution Project will require an Annual Audit. General Manager Bingham stated the Audit has to be done for submittal by December 2024 and that she was looking into getting estimates from Auditors to perform this audit.

11. COMMITTEE COMMENTS/REPORTS: Continued Item.

- a. Solar Panel Committee. This item was removed from the Agenda at the November meeting.
- b. Water Rights Committee. Discussion/Possible Action.

12. FUTURE AGENDA TOPICS:

- a. Abandoned Vehicles - Amador County Vehicle Abatement Program and Associated Fees.
- b. Additional Signage at River Pines Town Center.
- c. Signage for the Distribution Project.
Board Member Christensen stated the dam boards were taken down October 5th and they were doing cleanup.

Chairman Raymond stated he has those boards.

ADJOURNMENT: The meeting adjourned at 7:01 p.m. to the scheduled meeting on January 17, 2023.