



## REGULAR MINUTES

Wednesday, December 15, 2021  
ACTION MINUTES

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1. **CALL TO ORDER:** The meeting was called to order by Chairman Raymond at 6:04 p.m.

2. **ROLL CALL: Via Phone**

Director John Chapman  
Director Anita Ebbinghausen  
Director Roscoe Raymond  
Director Eric Rewitzer

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

**ABSENT:** Director Karla Christensen

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

4. **AGENDA:**

**Motion by Board Member Rewitzer, seconded by Board Member Chapman and carried by a 4 to 0 vote to approve the Regular Agenda dated December 15, 2021 as presented. Motion passed by the following vote:**

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

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

None.

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

a. November 17, 2021 Regular Meeting.

**Motion by Board Member Rewitzer, seconded by Board Member Chapman, and carried by a 4 to 0 vote to approve the Minutes dated September 15, 2021 as amended. Motion passed by the following vote:**

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

7. **CONSENT ITEMS:**

a. Monthly Financial Statements - Period Ending November 30, 2021.

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

b. Expenditure Report - Submitted Check Approval through November 30, 2021

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

**Motion by Chairman Raymond, seconded by Board Member Chapman, and carried by a 4 to 0 vote to approve the Monthly Financial Statements and Expenditure Report - Period Ending November 30, 2021. Motion passed by the following vote:**

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

**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.

**November 1 thru November 30, 2021 Water Production/Sold Information:**

Well 2 – 213,400 gallons      Total Produced – 901,891 gallons  
Well 3R – 408,200 gallons      Total Sold – 553,721 gallons  
Well 6R – 280,291 gallons      Unaccounted Loss - 39%  
Staff Hours: Water 28.5 hours

**November 1 thru November 30, 2021 Wastewater Production:**

Influent flow: 1,273,200 gallons      Effluent Discharged: 1,084,200 gallons  
Staff Hours: Wastewater 55.5 hours

General Manager Bingham Amador Water Agency will be performing routine maintenance on all of the District's generators.

Chairman Raymond opened the public discussion. Hearing no comments from the public, Chairman Raymond 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 provided an update regarding item 1. Distribution Project. She reported the state requested the District's attorney information and they are now in contact. The contract will be submitted to the District's Attorney for review. Once the contract has been reviewed, the State will send it to the District for signatures and then it can be put out to Bid.

General Manager Bingham provided an update regarding item 2. The COVID relief fund check in the amount of \$8,578.75 was received. She is preparing the letter to customers' accounts notifying them of the funds. She will send all backup documents to the state proving the funds were used appropriately.

Board Member Ebbinghausen reported a drainage issue in the area of Shenandoah, Pigeon and Pine. General Manager Bingham reported she would put in a work order to Amador Public Works.

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

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

**a. Revision Board Clerk Contract. Discussion/Action.**

General Manager Bingham reported at the last meeting there was discussion regarding a check issued to Board Clerk Wurzburger for attending and preparing the minutes for Special Meeting dated October 27, 2021. She had requested Board Clerk Wurzburger attend in order to have minutes prepared to submit to the State on the approval of State Mandated Resolution 2021-01 Reimbursement.

She noted for the record Board Clerk has always received \$300.00 per meeting and this time the Board was only charged \$150.00. The Board requested a revised contract be submitted at the December meeting to reflect \$300.00 per meeting.

Board Clerk Wurzburger reported her contract was changed when the Board decided to only hold "one meeting per month". However, in the past if the Board had required attendance at additional meetings in a given month there was a \$300.00 charge for each meeting. She noted due to the short time frame of the October 27<sup>th</sup> meeting the District was only charged \$150.00.

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

**Motion by Board Member Ebbinghausen, seconded by Chairman Raymond, and carried by a 4 to 0 vote to approve the Revised Board Clerk Contract as presented. Motion passed by the following vote:**

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

**b. Estimate Cost for Mirror on Shenandoah. Discussion/Action.**

No written report was submitted on this item. General Manager Bingham reported at the last meeting she reported Amador Public Works stated this matter would be the responsibility of the Board or the customer requesting the mirror. Board Member Ebbinghausen had requested this matter be placed on the December agenda for discussion and possible action.

General Manager Bingham reported in the General Manager's Report – item 3, Staff contacted the Amador Public Works again regarding this matter. The Amador Public Works supervisor emailed staff regarding the mirror on Shenandoah and reiterated the property owner that is affected must install the mirrors.

General Manager Bingham reported this matter was not water or sewer related.

Board Member Ebbinghausen stated the Board will have to figure this matter out ourselves and recommended a committee for further discussion on this matter.

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

No action taken.

**c. Account #86-013 Excess Water Usage.** Discussion/Action.

No written report was submitted on this item. General Manager Bingham reported account 86-013 has signed an amortization contract for the bill in question and has requested a credit for the late charges that were applied to the account. Staff does not have the authority to reverse these charges because they are Public Funds and requests the Board take action on account's request for credit for the late charges.

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

**Motion by Board Member Ebbinghausen, seconded by Chairman Raymond, and carried by a 3 to 1 vote to approve Account #86-013 request to waive the late charges in the amount of \$28.66 charged to the account. Motion passed by the following vote:**

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

**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.

Chairman Raymond reported he would be meeting with Amador County's Public Works, Sheriff Office and Fire Agency in an advisory committee and will report back to the Board on matters discussed.

**12. FUTURE AGENDA TOPICS:**

**13. ADJOURNMENT:** The meeting adjourned at 6:35 p.m. to the scheduled meeting on January 19, 2022.