

REGULAR MINUTES

Wednesday, November 15, 2017

AGENDA ITEM 6

ACTION MINUTES

Board Member Miller reconvened to open session at 5:35 p.m. He reported the Board voted to reject Greg Guina's claim against the River Pines Public Utility District dated September 29, 2017 by a 4 to 0 vote.

- 1. **CALL TO ORDER:** The meeting was called to order by Chairman Landgraf at 5:40 p.m.
- 2. **ROLL CALL:**

Director Cathy Landgraf
 Director Rene' Walden-Qualls
 Director Anita Ebbinghausen
 Director Michael Gardner
 Director Richard Miller

Candi Bingham, General Manager
 Gisele Wurzburger, Board Clerk

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

4. **AGENDA:**

Motion by Board Member Gardner, seconded by Board Member Miller, and carried by a 5 to 0 vote to approve the Regular Agenda dated November 15, 2017 as presented. Motion passed by the following vote:

AYES: Landgraf, Ebbinghausen, Gardner, Walden-Qualls, Miller
NOES: None
ABSTAIN: None
ABSENT: None

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

Hal Jones

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

- A. October 11, 2017 Regular Meeting.

Motion by Board Member Gardner, seconded by Board Member Walden-Qualls Miller, and carried by a 5 to 0 vote to approve the Minutes dated October 11, 2017 as amended. Motion passed by the following vote:

AYES: Landgraf, Ebbinghausen, Gardner, Walden-Qualls, Miller
NOES: None
ABSTAIN: None
ABSENT: None

7. **MONTHLY FINANCIAL STATEMENTS** - Period Ending October 31, 2017.

Motion by Board Member Walden-Qualls, seconded by Board Member Ebbinghausen, and carried by a 5 to 0 vote to approve the Financial Statements ending October 31, 2017 as presented. Motion passed by the following vote:

AYES: Landgraf, Ebbinghausen, Gardner, Walden-Qualls, Miller
NOES: None
ABSTAIN: None
ABSENT: None

8. **EXPENDITURE REPORT: Discussion / Approval.** Submitted Check Approval through October 31, 2017.

Motion by Board Member Walden-Qualls, seconded by Board Member Gardner, and carried by a 5 to 0 vote to approve the Expenditure Report ending October 31, 2017 as presented. Motion passed by the following vote:

AYES: Landgraf, Ebbinghausen, Gardner, Walden-Qualls, Miller
NOES: None
ABSTAIN: None
ABSENT: None

9. **MONTHLY OPERATIONS REPORT: Discussion.**

A. Monthly Operations Report.

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

October Water Production/Sold Information:

Well 2 - 457,700 gallons	Total Produced – 813,466 gallons
Well 3R - 326,200 gallons	Total Sold – 699,939 gallons
Well 6R - 29,566 gallons	Total Lost - 14%

October Wastewater Production:

Influent flow: 724,600 gallons Effluent 630,000 gallons

B. Monthly General Manager Report.

General Manager Bingham read into the record the following statement as posted on the Amador County's Board of Supervisor's Webpage:

Board of Supervisor Minutes dated April 11, 2017 under Public Comment for Matters Not on the Agenda: River Pines Public Utility District: Mr. Patrick Henry, District V resident, addressed the Board and expressed concerns relative to the current Board and management of the River Pines Public Utility District (PUD); he stated currently the PUD consists of a five member Board that was appointed by the Board of Supervisors, as they ran unopposed. The current Chairperson of the Board is Ms. Cathy Landgraf. Mr. Henry stated he and other community members have concern relative to the integrity of the Chairperson and the entire Board. He stated he is concerned about the financial integrity of the PUD due to the current bookkeeper, Ms. Candy Bingham, being a personal friend and previous bookkeeper for Ms. Landgraf. He pointed out that the previous Company that Ms. Bingham worked for went bankrupt and she faced embezzlement accusations. He

continued by noting shortly after Ms. Bingham was hired the Board voted unanimously to appoint her as the Operations Manager of the Water and Sewer Departments, despite having no experience in these areas. He also noted Ms. Bingham is the highest paid employee the PUD has at this time. In addition, Mr. Henry brought up an issue that involved Ms. Landgraf allegedly bypassing her water meter by capping off hose bibs on her property. He stated this issue was reported to the Sheriff's Office, however if no formal charges are brought forth by Ms. Bingham, there is nothing further law enforcement can do. Mr. Henry stated the community has been vocal at recent meetings of the PUD to no avail. He also noted he has contacted the State Public Utility Commission and the State Attorney General who advised they do not have any jurisdiction or bearing over the River Pines Public Utility District, therefore he is before the Board today to ask for guidance in this matter. Mr. Greg Gillott, County Counsel, responded by stating the Board of Supervisors does not have oversight over the River Pines Public Utility District. Therefore, he suggested Mr. Henry contact the Grand Jury as a possible remedy to the situation, or wait until a new Board of Directors is elected. Supervisor Oneto responded by stating he has met with Mr. Henry regarding this issue in the past and has also suggested he contact the Grand Jury or address it during the next Election cycle. Supervisor Oneto did point out that he met with Ms. Landgraf regarding the hose bib issue and recognizes the significance of the issue, but the bibs have since been capped off and Ms. Landgraf acknowledged it was an oversight on her part. However, he did point out that Ms. Landgraf has contributed a significant amount of time and effort in applying for and subsequently obtaining CDBG Planning Grants to facilitate repairs and modifications to the current water system in River Pines.

General Manager Bingham reported for the record Mr. Henry's accusations were untruthful and slanderous and wanted to clarify this matter.

The Board and staff discussed in detail the information submitted by General Manager Bingham regarding the Board of Supervisor Minutes dated April 11, 2017 under Public Comment for Matters Not on the Agenda: River Pines Public Utility District: Mr. Patrick Henry, District V resident. Clarification was provided for the following accusations:

1. Financial integrity of the PUD due to the current bookkeeper.
2. Personal friend and previous bookkeeper for Chairman Landgraf.
3. Previous Company that General Manager Bingham worked for went bankrupt and faced embezzlement accusations.
4. RPPUD Board unanimously appointed General Manager Bingham as the Operations Manager of the Water and Sewer Departments, despite having no experience in these areas.
5. General Manager Bingham the highest paid employee the RPPUD has ever had.
6. Knowledge that Chairman Landgraf allegedly bypassed water meter by capping off hose bibs on her property and formal charges were not brought forth by General Manager Bingham.

After considerable discussion among the Board and staff, it was the consensus that these accusations were unsubstantiated and suggested General Manager Bingham draft a letter of clarification and present it to the Board of Supervisors.

Board Clerk Wurzbarger noted for the record, Mr. Henry's accusations were recorded on the record and made public as part of the Board of Supervisor's minutes posted on their website. It was suggested General Manager Bingham submitted the letter to the Board of Supervisor at their next meeting in order to have the false accusations recorded into the public record.

The Monthly General Manager Report included updates from the General Manager – see report for complete details. The Board requested General Manager Bingham contact RCAC to clear up the discrepancies relative to the Income Survey as mailed.

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

For the record: Action minutes provide the necessary documentation of Board actions audio recordings are retained for those desiring more detail on agenda item discussion. These audio recordings provide an accurate and comprehensive backup of the Board deliberations and citizen discussion.

A. SWSRF – Baracco and Associates, Amendment No. 1.

General Manager Bingham reported at the October 11th meeting the Board approved Baracco and Associates' Amendment No. 1 Professional Services Agreement between the River Pines Public Utility District and Baracco and Associates for the River Pines PUD Water Rehabilitation Project Mitigated Negative Declaration Contract Modification in the amount of \$6,188. Board Clerk Wurzbarger had noted for the record this document required final approval under Board Matter not General Manager's reporting as this was an amendment to a previous agreement and proposal for environmental consulting.

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

Motion by Board Member Gardner, seconded by Board Member Ebbinghausen, and carried by a 5 to 0 vote to approve Baracco and Associates' Amendment No. 1 Professional Services Agreement between the River Pines Public Utility District and Baracco and Associates for the River Pines PUD Water Rehabilitation Project Mitigated Negative Declaration Contract as amended. Motion passed by the following vote:

AYES: Landgraf, Ebbinghausen, Gardner, Walden-Qualls, Miller
NOES: None
ABSTAIN: None
ABSENT: None

B. SCADA Update.

General Manager Bingham reported Amador Water Agency contacted the property owner that the SCADA/tower equipment was proposed to be located. It has been determined its location was not within the District boundary. The AWA is recommending the District have this property surveyed to obtain a public easement for access and the property own has agreed to this easement. AWA will draft the contract with the property owner for Board approval.

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

Motion by Board Member Walden-Qualls, seconded by Board Member Gardner, and carried by a 5 to 0 vote to direct staff to hire a surveyor to perform the necessary survey of said property in order to obtain a public easement, in an amount not to exceed \$3,100. Motion passed by the following vote:

AYES: Landgraf, Ebbinghausen, Gardner, Walden-Qualls, Miller
NOES: None
ABSTAIN: None
ABSENT: None

C. Income Survey Committee.

Board Member Miller suggested the District form an Income Survey Committee to provide the District's customers more information regarding the mailed Income Survey as discussed in the General Manager's report. He inquired if members of the public could also be included on this committee

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

Chairman Landgraf requested General Manager Bingham also ask RCAC if there was a stipulation regarding the any District involvement with the Income Survey before any a door to door assistance was initiated.

Motion by Board Member Miller, seconded by Board Member Gardner, and carried by a 5 to 0 vote to appoint two Board Members to the Income Survey Committee and to include members of the public if formation of this committee to provide further information is allowed by RCAC. Motion passed by the following vote:

AYES: Landgraf, Ebbinghausen, Gardner, Walden-Qualls, Miller
NOES: None
ABSTAIN: None
ABSENT: None

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

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

Chairman Landgraf requested the new Board be provided information regarding ongoing District projects and winterization of incomplete FEMA disaster repair projects.

12. COMMITTEE COMMENTS/REPORTS: Continued Item.

13. FUTURE AGENDA TOPICS:

A. Renew Board Clerk Wurzburger's contract.

14. ADJOURNMENT: The meeting adjourned at 6:51 p.m.

Respectively submitted,
Gisele Wurzburger, Board Clerk

River Pines Public Utility District
Profit & Loss by Class
November 2017

AGENDA ITEM 7

	Sewer	Water	TOTAL
Ordinary Income/Expense			
Income			
Amador County Auditor's Warrant Secured Appointment	409.50	409.50	819.00
Total Amador County Auditor's Warrant	409.50	409.50	819.00
Base Fee Income			
Sewer	10,683.58	0.00	10,683.58
Stanby	380.00	380.50	760.50
Voluntary Lock-Off	-456.53	122.50	-334.03
Water	0.00	11,922.30	11,922.30
Total Base Fee Income	10,607.05	12,425.30	23,032.35
Interest Income	0.77	0.00	0.77
Town Hall Rental	20.00	20.00	40.00
Variable Income			
Door Hanger Fee	0.00	100.00	100.00
Late Fees	259.51	259.51	519.02
Service Connection Fee	65.72	65.78	131.50
Water - Usage	0.00	1,539.77	1,539.77
Total Variable Income	325.23	1,965.06	2,290.29
Total Income	11,362.55	14,819.86	26,182.41
Gross Profit	11,362.55	14,819.86	26,182.41
Expense			
Board Members			
Stipends	187.50	187.50	375.00
Total Board Members	187.50	187.50	375.00
Contracted Expenses			
Board Clerk	150.00	150.00	300.00
Manager	2,416.66	2,416.68	4,833.34
Total Contracted Expenses	2,566.66	2,566.68	5,133.34
Employees			
Payroll Expense			
Payroll Taxes - Employer's	87.05	87.05	174.10
Total Payroll Expense	87.05	87.05	174.10
Total Employees	87.05	87.05	174.10
Sewer Expenses			
Alarm Monitoring	700.00	0.00	700.00
Amador Water - After Hour Cover	240.00	0.00	240.00
Amador Water - Routine Service	1,498.48	0.00	1,498.48
Amador Water Agency - Electric	174.90	0.00	174.90
Amador Water Agency - Repairs	138.30	0.00	138.30
Electricity - Sewer	4,828.02	0.00	4,828.02
Sewage - Pump Service	616.00	0.00	616.00
Sewer - Parts/Supplies	1,323.12	0.00	1,323.12
Telephone - Sewer	90.06	0.00	90.06
Total Sewer Expenses	9,608.88	0.00	9,608.88
Void	0.00	0.00	0.00
Water Expenses			
Alarm Monitoring	0.00	300.00	300.00
Amador Water - After Hour Cover	0.00	480.00	480.00
Amador Water Agency-Alarms	0.00	306.70	306.70
Amador Water Agency-Electrical	0.00	258.23	258.23
Amador Water Agency-Meter Read	0.00	419.15	419.15
Amador Water Agency-Routine	0.00	1,801.11	1,801.11

River Pines Public Utility District
Profit & Loss by Class
November 2017

	Sewer	Water	TOTAL
Amador Water Agency-State Repor	0.00	154.47	154.47
Amador Water Agency - Customers	0.00	22.21	22.21
Electricity - Water	0.00	1,058.30	1,058.30
Permit Fees	0.00	456.86	456.86
Telephone - Water	0.00	86.33	86.33
Total Water Expenses	0.00	5,343.36	5,343.36
64900 · Office Expenses			
Membership Dues	638.50	638.50	1,277.00
Postage/Shipping	73.50	73.50	147.00
Software	7.49	1,467.18	1,474.67
Supplies	246.54	246.59	493.13
Total 64900 · Office Expenses	966.03	2,425.77	3,391.80
66700 · Professional Fees			
Security Service/Maintenance	140.00	140.00	280.00
Total 66700 · Professional Fees	140.00	140.00	280.00
68600 · Utilities			
Disposal	40.81	40.81	81.62
Electricity - Office	0.00	25.23	25.23
Electricity - Town Hall	25.22	0.00	25.22
Electricity - Street Lights	169.28	169.29	338.57
68100 · Telephone - Office	30.42	30.42	60.84
Total 68600 · Utilities	265.73	265.75	531.48
Total Expense	13,821.85	11,016.11	24,837.96
Net Ordinary Income	-2,459.30	3,803.75	1,344.45
Other Income/Expense			
Other Income			
Wireless Site Lease	250.00	250.00	500.00
Total Other Income	250.00	250.00	500.00
Other Expense			
DWSRF - Environmental Study	0.00	3,726.00	3,726.00
DWSRF Grant - Surveying	0.00	62,607.22	62,607.22
Total Other Expense	0.00	66,333.22	66,333.22
Net Other Income	250.00	-66,083.22	-65,833.22
Net Income	-2,209.30	-62,279.47	-64,488.77

River Pines Public Utility District Account QuickReport-Board Meetings As of November 30, 2017

AGENDA ITEM 8

Type	Date	Num	Name	Memo	Amount	Balance
Bank Accounts						
EI Dorado Checking						
Deposit	10/31/2017			Deposit	1,544.50	34,437.11
Deposit	10/31/2017			Interest	0.60	34,437.11
Deposit	11/01/2017			Deposit	136.57	35,982.21
Deposit	11/03/2017			Deposit	266.00	36,118.78
Check	11/07/2017	eft	Adobe PDF		-14.99	36,369.79
Deposit	11/07/2017			Deposit	465.75	36,835.54
Check	11/09/2017			Deposit	246.62	37,082.16
Check	11/13/2017	debit	Amazon	Office Door Sign	-14.89	37,067.27
Check	11/13/2017	debit	Amazon	Payment Entrance Sign	-12.38	37,054.89
Check	11/13/2017	debit	Amazon	Cash Box & Key Tags	-45.91	37,008.98
Bill Pmt -Check	11/14/2017	12841	Aces Waste Services, Inc.	1175	-81.62	36,927.36
Bill Pmt -Check	11/14/2017	12842	Anita Ebbinghausen	Stipend - November 2017	-75.00	36,852.36
Bill Pmt -Check	11/14/2017	12843	AT&T - Sewer	209 245-3984 701 9	-90.06	36,762.30
Bill Pmt -Check	11/14/2017	12844	Brent Stewart, P.E.	Alarm Monitoring	-1,000.00	35,762.30
Bill Pmt -Check	11/14/2017	12845	Candi Bingham	Services for November 2017	-2,416.67	33,345.63
Bill Pmt -Check	11/14/2017	12846	Cathy Landgraf	Stipend - November 2017	-75.00	33,270.63
Bill Pmt -Check	11/14/2017	12847	Gisele L. Wurzbarger	Board Clerk - November 2017	-300.00	32,970.63
Bill Pmt -Check	11/14/2017	12848	Michael Gardner	Stipend - November 2017	-75.00	32,895.63
Bill Pmt -Check	11/14/2017	12849	PG&E - Sewer	8721806002-5	-4,828.02	28,067.61
Bill Pmt -Check	11/14/2017	12850	Rene Walden-Qualls	Stipend - November 2017	-75.00	27,992.61
Bill Pmt -Check	11/14/2017	12851	Richard Miller	Stipend - November 2017	-75.00	27,917.61
Bill Pmt -Check	11/14/2017	12852	Staples	Office - Copy Paper	-37.95	27,879.66
Bill Pmt -Check	11/14/2017	12853	Sweet Pea Ventures, Inc.	Pump 3 Lift Stations	-616.00	27,263.66
Bill Pmt -Check	11/14/2017	12854	AT&T - Water	209 245-4011 722 0	-86.33	27,177.33
Bill Pmt -Check	11/14/2017	12855	PG&E - Water 2	2458584137-2	-884.51	26,292.82
Bill Pmt -Check	11/14/2017	12856	PG&E - Water	3357284549-4	-173.79	26,119.03
Bill Pmt -Check	11/14/2017	12857	PG&E - Officer/Town Hall	6898952032-2	-50.45	26,068.58
Bill Pmt -Check	11/14/2017	12858	PG&E - Street Lights	7368064062-7	-169.29	25,899.29
Bill Pmt -Check	11/14/2017	12859	Amador Water Agency	30018	-8,271.26	17,628.03
Deposit	11/14/2017			Deposit	13,904.31	31,532.34
Check	11/14/2017	debit	C. S.D.A.	Brown Act Manual/Prop 26 Guide/Record...	-348.16	31,184.18
Bill Pmt -Check	11/15/2017	12862	Ferguson Enterprises	Security Camera Maintenance	-280.00	30,899.09
Bill Pmt -Check	11/15/2017	12863	Mission IT Solutions	Deposit	261.66	31,160.75
Deposit	11/15/2017			Paperclips - office	265.31	31,426.06
Deposit	11/16/2017	debit	Amazon	Plain Envelopes	-9.89	31,416.17
Check	11/16/2017	debit	Amazon	Deposit	-23.95	31,392.22
Check	11/16/2017	debit	Amazon	86-013	210.55	31,602.77
Deposit	11/17/2017			62-005 - Overpayment on Account - Prop...	-267.89	31,334.88
Check	11/21/2017	12877	Manning, Robert	Postage	-62.65	31,272.23
Check	11/21/2017	12870	Matulich, Milan & Victoria	1st Quarter Adjustment in Rate Change	-147.00	31,125.23
Check	11/21/2017	debit	USPS	Deposit	8,160.84	39,951.13
Check	11/21/2017	eft	Tax Impound - State	Deposit	235.63	39,347.60
Deposit	11/22/2017			Deposit	178.12	39,525.72
Deposit	11/22/2017			Deposit	709.33	40,235.05
Deposit	11/22/2017			Deposit	390.47	40,625.52

River Pines Public Utility District
Account QuickReport-Board Meetings
 As of November 30, 2017

Type	Date	Num	Name	Memo	Amount	Balance
Bill Pmt -Check	11/27/2017	12865	C.S.D.A.	Membership Renewal - 2018	-1,277.00	39,348.52
Bill Pmt -Check	11/27/2017	12866	California Bank & Trust	1030264749	-890.00	38,458.52
Bill Pmt -Check	11/27/2017	12867	Candi Bingham	Service - December 2017	-2,416.67	36,041.85
Bill Pmt -Check	11/27/2017	12868	PG&E - Street Lights	7368064062-7	-169.28	35,872.57
Bill Pmt -Check	11/27/2017	12869	State Water Resources Con...	Acc: WR STF 094-001-001291	-157.37	35,715.20
Bill Pmt -Check	11/27/2017	12871	State Water Resources Con...	Account: WR STF 094-001451	-149.69	35,565.51
Bill Pmt -Check	11/27/2017	12872	State Water Resources Con...	Account: WR STF 094-001383	-149.80	35,415.71
Check	11/27/2017	12864	Void			35,415.71
Check	11/27/2017	12874	Carroway, Elise '14725 Emi...	46-017 - Overpayment on Account	-1,964.96	33,450.75
Check	11/27/2017	12873	Void			33,450.75
Check	11/27/2017	eft	RingCentral	Office Phone	-60.84	33,389.91
Bill Pmt -Check	11/29/2017	12876	KASL Consulting Engineers	Submittal No. 10 - Balance state non reim...	-273.92	33,115.99
Total EI Dorado Checking					-1,321.12	33,115.99
Total Bank Accounts					-1,321.12	33,115.99
TOTAL					-1,321.12	33,115.99



Resolution No. 2017-05

**A Resolution of the Board of Directors of the
River Pines Public Utility District
Reciting the Fact of the General Municipal Election
Held on November 7, 2017, Declaring the Results and
Such Other Matters as Provided by Law**

WHEREAS, a General Municipal Election was held and conducted in the River Pines Utility District, California, on Tuesday, November 7, 2017, as required by law; and

WHEREAS, notice of the election was given in time, form and manner as provided by law; that voting precincts were properly established; that election officers were appointed and that in all respects the election was held and conducted, and the votes were cast, received and canvassed and the returns made and declared in time, form and manner as required by the provisions of the Elections Code of the State of California for the holding of elections in general law cities; and

WHEREAS, the County Election Department canvassed the returns of the election and has certified the results to this Board of Directors, the results are received, attached and made a part hereof as "Exhibit A".

NOW, THEREFORE, BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF THE RIVER PINES PUBLIC UTILITY DISTRICT DOES RESOLVE, DECLARE, DETERMINE AND ORDER AS FOLLOWS:

SECTION 1. That the names of persons voted for at the election for Member of the Board of Directors are as follows:

CANDIDATE	VOTES RECEIVED
Mark a. Etter	49
Rene Walden-Qualls	46
Roscoe "Rocky" Raymond	48
Lee King	42
Patrick Henry	51

SECTION 2. The Board does declare and determine that Mark A. Etter, was elected as Member of the Board for the full term of four years; and Roscoe "Rocky"

Resolution No. 2017-06 Resolution of the Board of Directors of the River Pines Public Utility District
Reciting the Fact of the General Municipal Election Held on November 7, 2017, Declaring the Results
and Such Other Matters as Provided by Law

Raymond was elected as Member of the Board for the full term of four years; and Patrick Henry elected as Member of the Board for the full term of four years.

SECTION 3. The Board Clerk shall enter on the records of the Board of Directors of the River Pines Public Utility District, a statement of the results of the election showing (1) The whole number of ballots cast in the District; (2) The names of the persons voted for; (3) For what office each person was voted for; (4) The number of votes given at each precinct to each person; and (5) The total number of votes given to each person.

SECTION 4. That the Board Clerk shall immediately make and deliver to each of the persons so elected a Certificate of Election signed by the Board and authenticated; that the Board Clerk shall also administer to each person elected the Oath of Office prescribed in the Constitution of the State of California and shall have them subscribe to it and file it in the office of the District. Each and all the persons so elected shall then be inducted into the respective office to which they have been elected.

The foregoing resolution was duly passed and adopted by the Board of Directors of the River Pines Public Utility District at a regular meeting on the 13th day of December 2017 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

RIVER PINES PUBLIC
UTILITY DISTRICT

Cathy Landgraf, Chair

ATTEST:

Gisele L. Wurzbarger, Board Clerk

River Pines Dept. November Report

November Water Production/Sold

Well 2: 412,400 gallons	Total Produced: 743,654 gallons
Well 3R: 314,600 gallons	Total Sold: 487,731 gallons
Well 6R: 16,654 gallons	Total Lost: 34.5%

Regulatory Compliance Specialist-

- Completed October monthly reporting for water and wastewater. Working on November reporting. Due by December 10th.
- Working to have new sampling site approved with the Division of Drinking Water. Property owner expressed a desire to have us change the location.

Wastewater-

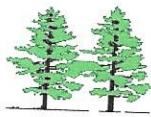
- Influent flow: 669,200 gallons. Effluent Discharged: 630,000 gallons.
- Continued to work on shed: electrical, drywall and lighting.
- Continued to work in sprayfield. Installed new sprinklers and cleared pathways

Water-

- Set up a delivery account for sodium hypochlorite deliveries through Sierra Chemicals
- Working to locate a new sample site location for Disinfection By-Products and monthly coliform monitoring at the request of the existing location's property owner.
- Routine sampling completed for November

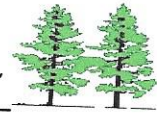
Electrical-

- 6R Tank Level Transducer Failed, Replaced and Modified SCADA Software for Range Scale Change
- Wastewater Treatment Plant Admin Shed Pre- Electrical Wiring prior to Drywall installation.
- Wastewater Treatment Plant SCADA Network Failed. Batteries Failed at Repeater site, Replaced. Site Modifications required for continued maintenance support.



RIVER PINES PUBLIC UTILITY DISTRICT

22900 Canyon Ave., PO BOX 70, River Pines, CA 95675
Phone: (209) 245-6723 Fax: (209) 245-5710 Email: RPPUD@RPPUD.org



AGENDA ITEM – 10B

GENERAL MANAGER'S REPORT

For the Month of: November 2017

1. Submitted monthly payment request for DWSRF Grant – waiting for approval from state on the 90% plans that were submitted
2. Income Survey Update – second mailing has been sent – three weeks following, door to door will be scheduled – need a 61% return rate – RCAC encourages reaching out to residents regarding knowledge of the Income Survey
3. Construction Grant Application ready to be submitted – still waiting for Environmental Report & approval of the Specs and Plans
4. Returned \$300 in security deposits to good standing accounts – funds show as credit on next invoice
5. Updated LAIF account – account received \$803.34 interest credit
6. Renewed S.A.M. Registration – required to keep active for Grant consideration
7. Contacted Pacific Mountain Survey to get property surveyed for SCADA – Property is owned by Stephen Pongratz – AWA is meeting him onsite to discuss the location
8. Two-day Audit was completed on November 27th & 28th for 2016/2017. Copies will be available by December 8th. Board of Directors will get their copies with January Agenda Packet. Audits are posted on the District's website for review.
9. Received 90% specs and plans from AWA's engineered with markups – contacted Jack Scroggs with KASL engineering to add changes to plans
10. Amador Water ordered 50 more sprinkler heads for the spray fields – will be installing over the next month.
11. Attended the December 5th Amador County Board of Supervisors meeting – spoke regarding Patrick Henry's allegations against myself and the District "for the record."
12. Working on Office Manual – continued project
13. Weekly Bank Deposits
14. Monthly Service Billing

15. Monthly Late Notices
16. Monthly 48 Hour Notices
17. Updated Website
18. Agenda & Packets



River Pines Public Utility District



**Resolution No. 2017-06
A Resolution of the Board of Directors of the
River Pines Public Utility District
To Add a Name on the
Checking Account**

WHEREAS, the Board of Directors of the River Pines Public Utility District does hereby find the El Dorado Bank Account Signature Card have two signatures; and

WHEREAS, in the event of the absence of one of the signers the River Pines Public Utility District Board of Directors hereby select a third signer of the El Dorado Bank Account Signature Card; and

WHEREAS, that the use of the third signer for the El Dorado Bank Account Signature Card be only in the event that signer one or two are unable to sign; and

NOW BE IT RESOLVED, that the Board of Directors of the River Pines Public Utility District hereby delegates Director _____ as the third signer for the El Dorado Bank Account Signature Card be only in the event that signer one or two are unable to sign.

NOW THEREFORE, BE IT ACTED: that the Board of Directors of the River Pines Public Utility District delegates the order of signers as follows:

- 1. _____, Board Chairman
- 2. _____, Vice Chairman
- 3. _____, Director

The foregoing Resolution was duly passed and adopted by the Board of Directors of the River Pines Public Utility District at a regular meeting held on the 13th of December 2017, by the follow vote:

- AYES:
- NOES:
- ABSENT:
- ABSTAIN:

River Pine Public Utility District

Chair

ATTEST:

Gisele L. Wurzbarger, Board Clerk



River Pines Public Utility District



Resolution No. 2017-07
A Resolution of the Board of Directors of the
River Pines Public Utility District
To Change the Authorized Person(s) on the District's Local Agency
Investment Fund (LAIF) Account

WHEREAS, Pursuant to Chapter 730 of the statutes of 1076 Section 16429.I was added to the California Government Code to create a Local Agency Investment fund in the State Treasury for the deposit of money of a local agency for purposes of investment by the State Treasurer; and

WHEREAS, the Board of Directors of the River Pines Public Utility District does hereby find that the deposit and withdrawal of money in the Local Agency Investment Fund in accordance with the provisions of Section 16429.I of the Government Code for the purpose of investment as stated therein is in the best interest of the River Pines Public Utility District.

NOW THEREORE, BE IT RESOLVED, that the Board of Directors of the River Pines Public Utility District does hereby authorize the deposit and withdrawal of River Pines Public Utility District monies in the Local Agency Investment Fund in the State Treasury in accordance with the provisions of Section 16429.I of the Government Code for the purpose of investment as stated therein, and verification by the State Treasure's Office of all banking information provided in that regard.

BE IT FURTHER RESOLVED, that the following River Pines Utility District officers or their successors in office shall be authorized to order the deposit or withdrawal of monies in the Local Agency Investment Fund:

Chairman

(Signature)

Director

(Signature)

Director

(Signature)

The foregoing resolution was duly passed and adopted by the Board of Directors of the River Pines Public Utility District at a Regular meeting on the 11th of April 2012, by the following vote:

- AYES:**
- NOES:**
- ABSENT:**
- ABSTAIN:**

River Pines Public Utility District

, Chairman

ATTEST:

Gisele L. Wurzburger, Board Clerk