

REGULAR MINUTES

Wednesday, December 16, 2020

ACTION MINUTES

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

Join Hangouts Meet: meet.google.com/xhx-btmk-dxr

Join by Phone: +1 617-675-4444 PINL 569 172 3260#

1. CALL TO ORDER: The meeting was called to order by Chairman Christensen at 5:58 p.m.

2. ROLL CALL: Via Phone

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

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

Director Roscoe Raymond - Absent

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

4. AGENDA:

Motion by Chairman Christensen seconded by Board Member Raymond, and carried by a 4 to 0 vote to approve the Regular Agenda dated December 16, 2020 as presented. Motion passed by the following vote:

AYES: Chapman, Christensen, Ebbinghausen, Henry

NOES: None

ABSTAIN: None

ABSENT: Raymond

5. PUBLIC COMMENT FOR MATTERS NOT ON THE AGENDA:

None.

6. MINUTES: Discussion / Approval.

A. November 18, 2020 Regular Meeting.

Motion by Board Member Henry, seconded by Board Member Chapman, and carried by a 4 to 0 vote to approve the Minutes dated November 18, 2020 as amended. Motion passed by the following vote:

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

7. CONSENT ITEMS:

- a. Monthly Financial Statements - Period Ending November 30, 2020.
- b. Expenditure Report - Submitted Check Approval through November 30, 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 Chairman Christensen, and carried by a 4 to 0 vote to approve the Consent Items - Period Ending November 30, 2020. Motion passed by the following vote:

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

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, 2020 Water Production/Sold Information:

Well 2 - 270,000 gallons Total Produced – 939,552 gallons
Well 3R - 400,900 gallons Total Sold – 625,110 gallons
Well 6R – 268,652 gallons Unaccounted Loss - 33%
Staff Hours: Water 41.00 hours

November 1 thru November 30, 2020 Wastewater Production:

Influent flow: 1,207,300 gallons Effluent Discharged: 488,100 gallons
Staff Hours: Wastewater 87.00 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 it was determined that the Jay Bird Tank is located on an easement and State funds can not be used on leased property. KASL is waiting to get documentation from the State on this matter. It was also recommended that the Bid Packets not be sent in December due to the holidays and agreed January was the better option.

General Manager Bingham reported she had been notified the property that is supposed to be the location of the Circle Tank is up for sale for \$39,000. She has tried reaching the property owner by phone to ask him if it was possible to divide out one acre for the Circle Tank Project.

Board Member Ebbinghausen inquired if the District could purchase the one acre that was proposed for the Circle Tank. General Manager Bingham stated that would use all of the Capital Improvement Funds. She suggested once she hears back from the property owner that a Special Meeting be scheduled to further discuss and possible action be taken on this matter.

There is still time to resolve this matter because the proposed schedules are:

- Schedule A: Pipeline Improvements
- Schedule B: Jaybird Tank Rehabilitation
- Schedule C: Circle Avenue Tank Replacement

Board Member Ebbinghausen noted for the record the terrible mail service. General Manager Bingham stated she had mailed the checks Priority Mail and that she would contact the post office regarding this matter.

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

9. BOARD MATTERS: Discussion/Action.

a. Attorney Contact – Public Hearing Rate Increase Update. Discussion.

No written report was submitted on this item. General Manager Bingham reported the attorney informed staff the Public Hearing for the Rate Increase and counting of the protests votes could be done at the January online conference meeting as long as General Manager Bingham was alone with a camera in a separate room. Because the protest votes were collected before COVID-19 the District does not have to do a new Proposition 218.

General Manager Bingham stated she needed to come to River Pines office in January and the protest votes could be counted then.

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

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 17 Board Meeting. Chairman Christensen and Board Member Henry will get the word out for the Public Hearing on Facebook, Town Hall and General Store.

b. RPPUD Water System Improvement Project – Bid Progress. Discussion/Action.

No written report was submitted on this item. This item was discussed during the General Manager's report.

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

No action taken.

c. A-Teem SCADA Contract Update. Discussion/Action.

No written report was submitted on this item. General Manager Bingham reported the Board has directed Board Member Henry to speak with Brent Stewart regarding the SCADA system.

Board Member Henry reported he had not spoke to Brent Stewart and requested this item be continued to the January 20 Board Meeting.

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

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

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

- a. Capital Improvements and general repairs necessary at the District. Continued Item.

Chairman Christensen report no action taken regarding the purchase of the concrete for River Access Dam.

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.

12. FUTURE AGENDA TOPICS:

- a. A-TEEM SCADA Contract Update. Discussion/Action.
- b. River Access Dam Committee Update. Continued Discussion.

General Manager Bingham inquired if the January Board Meeting could be held at the Town Hall or a Video Online Conference meeting.

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 Chairman Christensen, and carried by a 4 to 0 vote to approve hold the January 17 Board Meeting at the Town Hall for the Board and Video Online Conference with the Public. Motion passed by the following vote:

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

13. ADJOURNMENT: The meeting adjourned at 6:41 p.m.