



REGULAR MINUTES

Wednesday, November 18, 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 Henry at 6:04 p.m.

2. **ROLL CALL: Via Phone**

Candi Bingham, General Manager

Director Roscoe Raymond

Director Karla Christensen

Director Patrick Henry

Director John Chapman

Director Anita Ebbinghausen arrived at 6:16 p.m.

Gisele Wurzburger, Board Clerk - Absent

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

4. **AGENDA:**

Motion by Chairman Henry, seconded by Board Member Raymond, and carried by a 4 to 0 vote to approve the Regular Agenda dated November 18, 2020 as presented. Motion passed by the following vote:

AYES: Chapman, Christensen, Henry, Raymond

NOES: None

ABSTAIN: None

ABSENT: Ebbinghausen

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

None.

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

A. October 21, 2020 Regular Meeting.

Motion by Chairman Henry, seconded by Board Member Chapman, and carried by a 4 to 0 vote to approve the Minutes dated October 21, 2020 as submitted. Motion passed by the following vote:

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

7. CONSENT ITEMS:

- a. Monthly Financial Statements - Period Ending October 31, 2020.
- b. Expenditure Report - Submitted Check Approval through October 31, 2020.

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

Motion by Board Member Raymond, seconded by Vice-Chairman Christensen, and carried by a 5 to 0 vote to approve the Consent Items - Period Ending October 31, 2020. Motion passed by the following vote:

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

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.

October 1 thru October 31, 2020 Water Production/Sold Information:

Well 2 - 305,800 gallons Total Produced – 903,782 gallons
Well 3R – 453,100 gallons Total Sold
– 785,410 gallons
Well 6R - 144,882 gallons Unaccounted Loss - 21%
Staff Hours: Water.69.75 hours

October 1 thru October 31, 2020 Wastewater Production:

Influent flow: 1,236,600 gallons Effluent Discharged: 574,000 gallons
Staff Hours: Wastewater 68.00 hours

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

9. BOARD MATTERS: Discussion/Action.

a. Appoint Chairman and Vice-Chairman. Discussion/Action.

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

After considerable discussion amongst the Board, the following motion was made:

Motion by Board Member Henry, seconded by Board Member Chapman, and carried by a 5 to 0 vote to appoint Karla Christensen as Chairman and Rocky Raymond as Vice-Chairman of the River Pines Utility District. Motion passed by the following votes:

AYES: Chapman, Christensen, Ebbinghausen, Henry, Raymond

NOES: None

ABSTAIN: None

ABSENT: None

b. Purchase District Untreated Water from the Pond. Discussion/Action.

No written report was submitted on this item.

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

After considerable discussion amongst the Board, General Manager Bingham was directed to check on State requirements for selling sewer treated water.

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

General Manager Bingham reported she had spoke to Jack Scroggs, KASL Engineering on November 9th regarding the bid timeline for the project. KASL will have the bid packet distributed no later than November 30, 2020. Bids will be closed mid-January. Bid proposals will be put before the Board at the March 17, 2021 Regular Meeting. Following Board approval/decision to award, the “Notice to Proceed” will be sent.

There will be a clause in the bid packet top allow the District a 120-day extension for bid acceptance in hopes of USDA funding for the Circle Tank. Projected projects stat date is approximately April 15, 2021 (bid acceptance in mid-March allows the two to three weeks for permits. Project state date could be earlier or later depending on how wet of a winter River Pines has. There is approximately 150 working days (7 months) in season 2021. Project should be finished by that time. If not, contractor will have time per the contract to finish first part of 2022.

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

No action taken.

d. USDA \$1,300,000 Loan Options – Public Comment. Discussion.

No written report was submitted on this item. General Manager Bingham report if money becomes available, it won't be until March/April 2021.

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

No action taken.

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

No written report was submitted on this item. General Manager Bingham asked that this item be continued.

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

No action taken.

f. Salvage Generator Update. Discussion.

No written report was submitted on this item. The salvage generator was found in the old firehouse building when it was cleaned. This salvage generator can only be used for short quick repairs. Not good enough for long term use.

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

No action taken.

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

General Manager Bingham reported Erik Burns, PE provided a quote for the radios at \$1,312 each which will put the total cost of the 12 radios around \$17,000 before shipping costs. Antennas, cables, and masts will be another \$500. He recommended installing a radio at Jaybird tank instead of Circle Tank because the Circle tank is more difficult to reach and is covered with radios. It might be necessary to place 2 radios at Jaybird tank and make the site the Master/Repeater.

The radio license filing will be around \$1,000. The list of cost below does not include a Cellular Internet connection:

Budgetary Cost:		
Radios	\$19,000	
FCC License	\$ 1,000	
Hardware	\$ 6,000	
Radio Installation	\$12,000	Increased because of the Number of locations
SCADA Programming	\$ 6,880	
Setup Contingency	\$ 2,000	
Total	\$46,880	\$20,000 Originally Approved

The system will take approximately 4 years to break even, Brent Stewart currently \$12,00 per year.

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

The Board directed Board Member Henry to speak with Brent Stewart regarding the SCADA system. General Manager Bingham asked that this item be continued.

No action taken.

h. Dam Concrete Repair. Discussion/Action.

No written report was submitted on this item.

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

After considerable discussion amongst the Board, the following motion was made:

Motion by Board Member Henry, seconded by Vice-Chairman Raymond, and carried by a 5 to 0 vote to authorize the River Access Dam Committee to purchase concrete not to exceed \$100 in cost for the Dam Concrete Repair. Motion passed by the following votes:

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

i. River Access Dam Committee Update. Continued Discussion.

No written report was submitted on this item.

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

No action taken.

j. Community Clean Up Committee Update. Continued Discussion.

No written report was submitted on this item.

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

No action taken.

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

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

No action taken.

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. Purchase District Untreated Water from the Pond. Discussion/Action.

b. RPPUD Water System Improvement Project: Bid Progress. Discussion.

c. Public Comment - USDA \$1,300,000 Loan Options. Discussion

d. Attorney Contact - Public Hearing Rate Increase Update. Discussion.

e. A-TEEM SCADA Contract Update. Discussion/Action.

f. River Access Dam Committee Update. Continued Discussion.

13. ADJOURNMENT: The meeting adjourned at 7:17 p.m.