



REGULAR MINUTES

Wednesday, November 14, 2018
ACTION MINUTES

1. **CALL TO ORDER:** The meeting was called to order by Chairman Miller at 5:30 p.m.

2. **ROLL CALL:**

Director Roscoe Raymond
Director Anita Ebbinghausen
Director Mark Etter
Director Patrick Henry
Director Richard Miller

Candi Bingham, General Manager

ABSENT:

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

4. **AGENDA:**

Motion by Board Member Raymond, seconded by Board Member Etter, and carried by a 5 to 0 vote to approve the Regular Agenda dated November 14, 2018. Motion passed by the following vote:

AYES: Ebbinghausen, Etter, Henry, Miller, Raymond
NOES: None
ABSTAIN: None
ABSENT: None

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

Franz Naderman requested to be on the Agenda for the December Regular Meeting.

Debbie Lenning brought past invoices that showed there had been previous sewer rate increases.

Gabe Stewart inquired about the information that was sent to the Board requesting permission for Rocky Ridge to add a Solar Panel along side the District's existing panel. Wanted to know what the Board decision was with the information he emailed.

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

A. October 10, 2018 Regular Meeting.

Motion by Vice-Chairman Raymond, seconded by Board Member Ebbinghausen, and carried by a 5 to 0 vote to approve the Minutes dated October 10, 2018. Motion passed by the following vote:

AYES: Ebbinghausen, Etter, Henry, Miller, Raymond

NOES: None
ABSTAIN: None
ABSENT: None

7. CONSENT ITEMS:

- a. Monthly Financial Statements - Period Ending October 31, 2018.
- b. Expenditure Report - Submitted Check Approval through October 31, 2018.

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

Motion by Board Member Miller, seconded by Board Member Etter, and carried by a 5 to 0 vote to approve the Consent Items - Period Ending October 31, 2018. Motion passed by the following vote:

AYES: Ebbinghausen, Etter, Henry, Miller, 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 – no report was submitted.

September Water Production/Sold Information:

Well 2 - 491,900 gallons Total Produced – 845,195 gallons
Well 3R - 337,400 gallons Total Sold – 887,439 gallons
Well 6R - 15,895 gallons Total Lost - 5%

September Wastewater Production:

Influent flow: 1,111,000 gallons Effluent 318,400 gallons

General Manager Bingham stated she would speak to the Amador Water Agency regarding the big difference in the Water Production Total Loss percentage number - total lost was 5%.

Chairman Miller opened the public discussion. Hearing no comments from the public, Chairman Miller 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 Miller opened the public discussion. The following individuals spoke regarding the Monthly General Manager’s Report: Karla Christensen, Nancy Endy and Gabriel Stewart. Hearing no further comments from the public, Chairman Miller closed the public discussion.

General Manager Bingham reported she would be at the office October 22 through October 26.

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

a. First Reading amend Bylaws, Rules and Procedures. Discussion/Action.

Board Clerk Wurzburger explained this item would have to be continued to the November 14 Agenda due to Ordinance legal procedures. It was noted for the record this ordinance was publicized in accordance to the Ordinance legal procedures.

Board Clerk Wurzburger explained the Procedures for adoption of an Ordinance:

1. Publication of Public Notice to hold a public hearing to adopt an Ordinance must be publicized in local paper 10 day prior to public hearing.
2. Draft Ordinance for First Reading of Ordinance by title only must be prepared for submitted in Agenda Packet for discussion and possible amendment.
3. Final Ordinance for Second Reading of Ordinance submitted in the next meeting's Agenda Packet for discussion and possible adoption.
4. Adopted Ordinance is effective 30 days after adoption.

No action taken.

b. First Reading amended Standby Fee Ordinance Discussion/Action.

No written report was submitted on this item. General Manager Bingham provided Ordinance 2018-02 amending the District's Standby Fees for the First Reading.

Board Clerk Wurzburger stated for the record this ordinance was publicized in accordance to the Ordinance legal procedure. Tonight's action would be to approve the First Reading of the Ordinance 2018-02 by Title Only, discuss the provided Ordinance and if needed determine any amendments to be made for the second reading at the November 14 meeting. At the November 14 meeting the action would be to hold the Second Reading of the Final Ordinance and adopt it. The Ordinance becomes effective 30 days after the adoption.

Chairman Miller opened the public discussion. Karla Christensen spoke regarding the Ordinance 2018-02. Hearing no further comments from the public, Chairman Miller closed the public discussion.

Motion by Vice-Chairman Raymond, seconded by Chairman Miller, and carried by a 5 to 0 vote to approve the First Reading of Ordinance 2018-02 Amending Standby Fees as amended. Motion passed by the following vote:

AYES: Ebbinghausen, Etter, Henry, Miller, Raymond
NOES: None
ABSTAIN: None
ABSENT: None

c. Discuss District's Closed Meeting on August 19, 2018. Discussion/Action.

Vice-Chairman Raymond reported there was no written report was submitted on this item. At the September 12 meeting there was an item on the agenda to discuss the Sewer Ponds Relining/Monitoring Well Update. At that time General Manager Bingham reported there would be no discussion or action taken on this matter due to a legal issue. A Special Closed Session meeting was scheduled for Wednesday, September 19th at 4:00 p.m. Vice-Chairman Raymond, Board Member Ebbinghausen and Board Member Etter attended the Special Closed Session meeting. There was a discussion regarding the State's requirement regarding the District's Sewer Ponds Relining/Monitoring Well and staff was directed to put this out to Bid for consideration.

General Manager Bingham reported she sent out 7 bid packets to well drilling companies. The packets were sent to a list of qualified drillers provided by Patrick Henry and Pat Dunn. They were given 30 days to respond

to the bid. Once the bids have been received they will be submitted on the Agenda for “Award of Bid” by the Board.

Chairman Miller opened the public discussion. Karla Christensen spoke regarding the Sewer Ponds Relining/Monitoring Well Update. Hearing no further comments from the public, Chairman Miller closed the public discussion.

No action taken.

d. Sale of Firewood from District Park. Discussion/Action.

General Manager Bingham reported Pacific Gas & Electric fell a tree on District property. Tonight’s action would be to determine if the Board would like to offer this wood to River Pines residents only and if no residents want this wood it would be open to the Board Members.

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

The Board directed Vice-Chairman Raymond to post a public notice on the District’s website and 2 local locations stating the following:

Recently, Pacific Gas & Electric fell a tree on District property. If you are interested in receiving some of this wood, please send your name, physical address and contact number to the River Pines District office no later than Sunday, October 21, 2018. You may mail your information to PO Box 70, River Pines, CA 95675, or drop off in the drop box at the River Pines Town Hall or email to rppud@riverpinespd.org. You will be notified no later than Tuesday, October 23, 2018 if the fire wood is available to you. NO firewood may be taken until you are notified.

No action taken.

e. Fire Marshal Evacuation Plan Presentation. Discussion/Action.

Vice-Chairman Raymond reported there was no written report was submitted on this item. He stated he and Nell Raymond attended a joint meeting with Amador County Fire Agency, Brian Oneto, Amador Sheriff Department and Amador County Public Works regarding the Evacuation Plan - Pilot Program. There will be another meeting with this group in a couple of weeks and all information will be provided to the Board.

Chairman Miller opened the public discussion. The following individuals spoke regarding the Evacuation Plan - Pilot Program: Nell Raymond, Gabriel Stewart and Nancy Endy. Hearing no further comments from the public, Chairman Miller closed the public discussion.

Staff was directed to add the Evacuation Plan - Pilot Program on the next agenda for discussion.

No action taken.

f. Follow-up Fire Hydrant Testing. Discussion/Action.

General Manager Bingham reported there was no written report was submitted on this item. She reported the Plymouth Fire Department completed the Fire Hydrant inspection on September 19. All fire hydrants were in good working order except one. They will notify Amador Water Agency about the one hydrant so that it can be repaired.

No action taken.

g. Change meeting time of District meetings. Discussion/Action.

General Manager Bingham reported there was no written report was submitted on this item. She noted for the record that the Amador Water Agency meets at 9:00 a.m. and the Amador Board of Supervisors meets at 10.00 a.m.

Chairman Miller opened the public discussion. The following individuals spoke regarding the Change meeting time of the District Meetings: Karla Christensen and Nancy Endy both agreed and suggested changing the meeting time to 6:30 and 7:00 p.m.

Board Clerk Wurzburger stated for the record that the meeting schedules is set forth by District Policy which must be amended by a Resolution not a Board Vote. Being that no Resolution was submitted for consideration no action can be taken on this item.

Nancy Endy rudely stated River Pines is not the City, but a small community and the Board could change the meeting schedule if they want to. Board Clerk Wurzburger stated the River Pines Public Utility District is a Public Utility and must adhere to Meeting Rules and Regulations and reiterated the Board could not change District Polices without a Resolution.

Due to public disagreement regarding the action to be taken on this item, Chairman Miller requested Nancy Endy leave the meeting. Nancy Endy refused to leave and displayed a rude gesture at Board Clerk Wurzburger.

Chairman Miller adjourned the meeting at 7:15 p.m.

h. Bylaws - Improved description - Billing late notices/late charges calculation. Discussion/Action.

No action taken – continued to the November 14 meeting.

i. Appoint Finance Committee. Discussion/Action.

No action taken – continued to the November 14 meeting.

j. Appoint Personnel Committee. Discussion/Action.

No action taken – continued to the November 14 meeting.

k. LAFCO Annexation Mapping Amador Parcels update. Discussion/Action.

No action taken – continued to the November 14 meeting.

l. Protection of District Facilities – Possible Vandalism Issues due to Coverage of District Camera at AA meeting.

No action taken – continued to the November 14 meeting.

m. Account 47-003 Request Consideration to Pay Half of Account Balance and Amortize Remaining Amount over Six Months.

No action taken – continued to the November 14 meeting.

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

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

No action taken – continued to the November 14 meeting.

11. COMMITTEE COMMENTS/REPORTS: Continued Item.

a. Standby Fee Determination Committee. Discussion/Possible Action.

- b. Town Hall Improvement Committee. Discussion/Possible Action.
- c. Solar Panel Committee. Discussion/Possible Action.
- d. Water Rights Committee. Discussion/Possible Action.

No action taken – continued to the November 14 meeting.

a. FUTURE AGENDA TOPICS:

- a. Public Hearing – Proposition 218 Process Sewer Rate Increase.
- b. First Reading amend Bylaws, Rules and Procedures.
- c. First Reading amended Standby Fee Ordinance.
- d. Resolution to Change meeting time of District meetings.
- e. AE Professional Camera Maintenance Plan Contract.
- f. Sale of Firewood from District Park Update.
- g. Evacuation Plan - Pilot Program Update. Presentation.
- h. Bylaws - Improved description - Billing late notices/late charges calculation.
- i. LAFCO Annexation Mapping Amador Parcels update.
- j. Protection of District Facilities – Possible Vandalism Issues due to Coverage of District Camera at AA meeting.
- k. Account 47-003 Request Consideration to Pay Half of Account Balance and Amortize Remaining Amount over Six Month.
- l. Appoint Water and Wastewater Concerns Committee.
- m. Appoint Finance Committee.
- n. Appoint Personnel Committee.

o. **ADJOURNMENT:** The meeting adjourned at 7:15 p.m.

Respectively submitted,
Gisele Wurzbarger, Board Clerk