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**REGULAR MINUTES**  
**August 16, 2023**  
**ACTION MINUTES**

**1. CALL TO ORDER:** The meeting was called to order by Chairman Raymond at 6:02 p.m.

**2. ROLL CALL: Via Phone**

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

Candi Bingham, General Manager -Via Phone  
Leslie Garrett, Office Manager  
Gisele Wurzburger, Board Clerk – Via Phone

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

**4. AGENDA:**

**Motion by Board Member Chapman, seconded Vice-Chairman Rewitzer and carried by a 5 to 0 vote to approve the Regular Agenda dated August 16, 2023, as submitted.**

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

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

None

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

a. July 19, 2023, Regular Meeting.

**Motion by Chairman Raymond, seconded by Board Member Christensen, and carried by a 5 to 0 vote to approve the Minutes dated July 19, 2023 as amended. Motion passed by the following vote:**

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

**7. CONSENT ITEMS:**

a. Monthly Financial Statements - Period Ending July 31, 2023.

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

b. Expenditure Report - Submitted Check Approval through July 31, 2022.

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

**Motion by Vice-Chairman Rewitzer, seconded by Board Member Chapman and carried by a 5 to 0 vote to approve the Monthly Financial Statements and Expenditure Report - Period Ending July 31, 2023. Motion passed by the following vote:**

**AYES: Chapman, Christensen, Ebbinghausen, Raymond, Rewitzer**  
**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.

**July 1 thru July 31, 2023 Water Production/Sold Information:**

Well 2 - 428,000 gallons      Total Produced - 1,335,552 gallons

Well 3R - 645,220 gallons      Total Sold - 892,757 gallons

Well 6R - 262,332 gallons      Unaccounted Loss - 33%

Staff Hours: Water 46.5 hours

**July 1 thru July 31, 2023 Wastewater Production:**

Influent flow: 903,600 gallons      Effluent Discharged: 1,165,200 gallons

Staff Hours: Wastewater 624.5 hours

b. Monthly General Manager Report - Period Ending July 2023.

The Monthly General Manager Report included updates from the General Manager - see report for complete details.

General Manager Bingham reported today the District received 1 million dollars from FEMA. Three of the projects that were on the FEMA list were Spray Fields, Emmigrant Trail Culvert and Town Hall Parking Lot. Staff will be getting together the necessary bids for each of these items.

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

a. **Resolution for Disposal of Surplus Items.** Discussion/Action

General Manager Bingham noted Resolution was for Disposal of Surplus Items. The Resolution includes all surplus items the District needed to dispose of. This item was continued from the July meeting because the Board Packet did not include the Resolution under consideration.

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

**Motion by Vice-Chairman Rewitzer, seconded by Board Member Ebbinghausen and carried by a 5 to 0 vote to approve Resolution 02-2023 Adopting Surplus Personal Property Policy. Motion passed by the following vote:**

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

**b. Design RPPUD Logo. Discussion/Action.**  
General Manager Bingham stated nothing had been submitted on this item.

Chairman Raymond reported he and Vice-Chairman Rewitzer worked together and put together some ideas for the design of RPPUD's Logo. The Board was provided with a copy of the old and new logo layouts.

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

**Motion by Board Member Christensen, seconded by Chairman Raymond and carried by a 5 to 0 vote to approve the proposed letterhead logo. Motion passed by the following vote:**

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

**Motion by Chairman Raymond, seconded by Vice-Chairman Rewitzer and carried by a 5 to 0 vote to approve the proposed River Pine Public Utility Logo once the establish date can be verified. Motion passed by the following vote:**

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

**10. BOARD OF DIRECTORS COMMENTS/REPORTS: Discussion Only.**  
a. Capital Improvements and general repairs necessary at the District. Continued Item.

The Board thanked Board Member Ebbinghausen, Michael Ebbinghausen, Vice-Chairman Rewitzer and his brother for getting all the surplus out of the Town Hall.

**11. COMMITTEE COMMENTS/REPORTS: Continued Item.**  
Chairman Raymond stated the river is starting to dry up and the dam can be taken down by October 1<sup>st</sup> or sooner depending on the rainfall. Chairman Raymond stated there was nothing to report on the Solar Panel matter.

It was noted for the record several street light outages have been reported and they have not been taken care of.

**12. FUTURE AGENDA TOPICS:**  
1. Fund Raiser for Repairs on the Town Hall.

**ADJOURNMENT:** The meeting adjourned at 6:53 p.m. to the scheduled meeting on September 20, 2023.

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**Bank Ending Balances - August 31, 2023**

Main Checking	\$11,612.77	
Capital Account	\$30,885.74	
Laif Account	\$172,940.35	Interest Pm

**River Pines Public Utility District**  
**Profit & Loss by Class**  
**August 2023**

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	Sewer	Water
<b>Ordinary Income/Expense</b>		
<b>Income</b>		
<b>Base Fee Income</b>		
Maintenance Fees	320.00	320.00
Sewer	16,411.35	0.00
Voluntary Lock-Off	87.50	87.50
Water	0.00	12,936.82
<b>Total Base Fee Income</b>	<b>16,818.85</b>	<b>13,344.32</b>
Interest Income	0.00	14.71
Town Hall Rental	20.00	20.00
<b>Variable Income</b>		
Late Fees	347.31	356.61
Reconnection Fee	0.00	60.00
Water - Usage	0.00	7,573.07
<b>Total Variable Income</b>	<b>347.31</b>	<b>7,989.68</b>
<b>Total Income</b>	<b>17,186.16</b>	<b>21,368.71</b>
<b>Gross Profit</b>	<b>17,186.16</b>	<b>21,368.71</b>
<b>Expense</b>		
<b>Board Members</b>		
Salary	187.50	187.50
<b>Total Board Members</b>	<b>187.50</b>	<b>187.50</b>
<b>Contracted Expenses</b>		
Board Clerk	150.00	150.00
Manager	2,107.34	2,107.34
<b>Total Contracted Expenses</b>	<b>2,257.34</b>	<b>2,257.34</b>
<b>Payroll</b>		
Employee	908.59	908.61
Taxes	24.25	24.25
<b>Total Payroll</b>	<b>932.84</b>	<b>932.86</b>
<b>Sewer Expenses</b>		
Electricity - Sewer	2,503.08	0.00
Permit/Fees	279.84	0.00
SCADA Service	700.00	0.00
Telephone - Sewer	110.68	0.00
Testing - Sewer	156.00	0.00
<b>Total Sewer Expenses</b>	<b>3,749.60</b>	<b>0.00</b>
<b>Town Hall Expenses</b>		
Repairs/Maintenance	175.00	175.00
Supplies	151.62	151.63
<b>Total Town Hall Expenses</b>	<b>326.62</b>	<b>326.63</b>
<b>Water/Distribution Expenses</b>		
<b>Amador Water Agency</b>		
After Hour On-Call	0.00	480.00
Customer Service	0.00	2,032.46
Large Equipment Use	0.00	1,626.13
Mandatory State Reporting	0.00	570.17
Meter Reading	0.00	600.01
Operation Repairs	0.00	5,888.48
Routine Service	0.00	4,113.92
<b>Total Amador Water Agency</b>	<b>0.00</b>	<b>15,311.17</b>
Electricity - Water	0.00	3,969.43
Parts/Supplies	0.00	1,390.60

**River Pines Public Utility District**  
**Profit & Loss by Class**  
**August 2023**

	<u>Sewer</u>	<u>Water</u>
Permit Fees	0.00	279.85
SCADA Service	0.00	300.00
Telephone - Water	0.00	299.34
Water Testing	0.00	757.00
<b>Total Water/Distribution Expenses</b>	<b>0.00</b>	<b>22,307.39</b>
<b>64900 · Office Expenses</b>		
Equipment	104.50	104.50
Software	49.49	49.50
Supplies	179.42	179.42
Website Service	31.50	31.50
<b>Total 64900 · Office Expenses</b>	<b>364.91</b>	<b>364.92</b>
<b>68600 · Utilities</b>		
Disposal	60.31	60.31
Electricity - Office	0.00	21.14
Electricity - Town Hall	21.14	0.00
Electricity - Street Lights	119.80	119.81
Propane	835.14	0.00
68100 · Telephone - Office	29.09	29.10
<b>Total 68600 · Utilities</b>	<b>1,065.48</b>	<b>230.36</b>
<b>Total Expense</b>	<b>8,884.29</b>	<b>26,607.00</b>
<b>Net Ordinary Income</b>	<b>8,301.87</b>	<b>-5,238.29</b>
<b>Other Income/Expense</b>		
Other Income		
Wireless Site Lease	250.00	250.00
<b>Total Other Income</b>	<b>250.00</b>	<b>250.00</b>
<b>Net Other Income</b>	<b>250.00</b>	<b>250.00</b>
<b>Net Income</b>	<b>8,551.87</b>	<b>-4,988.29</b>

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**River Pines Public Utility District**  
**Account QuickReport-Board Meetings**  
 As of August 31, 2023

Type	Date	Num	Name	Memo	Amount
<b>Bank Accounts</b>					
<b>El Dorado Checking</b>					
Deposit	08/01/2023			Deposit	157.00
Deposit	08/01/2023			Deposit	593.01
Check	08/02/2023	debit	Google Services		-54.00
Check	08/02/2023	debit	RJPro		-209.00
Check	08/02/2023	debit	GetStreamline		-63.00
Deposit	08/03/2023			Deposit	1,125.50
Check	08/03/2023	debit	Walmart	Town Hall Tables	-479.49
Check	08/03/2023	debit	Aces Waste Services, Inc.	1175	-120.62
Check	08/03/2023	debit	Candi Bingham		-2,107.34
Deposit	08/03/2023			Deposit	574.05
Bill Pmt -Check	08/05/2023	14168	Amador Water Agency	30018	-16,701.77
Bill Pmt -Check	08/05/2023	14183	Amerigas	Horseshoe Tank	-140.31
Bill Pmt -Check	08/05/2023	14184	Anita Ebbinghausen	Salary - August 2023	-75.00
Bill Pmt -Check	08/05/2023	14171	Brent Stewart, P.E.		-1,000.00
Bill Pmt -Check	08/05/2023	14172	Caitlin Harding	Town Hall - Tile Disposal	-350.00
Bill Pmt -Check	08/05/2023	14173	California Bank & Trust	1030264749	-890.00
Bill Pmt -Check	08/05/2023	14174	california Laboratory Servi...	July Testing	-913.00
Bill Pmt -Check	08/05/2023	14175	Database Systems Corp.		-25.00
Bill Pmt -Check	08/05/2023	14176	Eric Rewitzer	Salary - August 2023	-75.00
Bill Pmt -Check	08/05/2023	14177	Gisele L. Wurzburger	Board Clerk - August 2023	-300.00
Bill Pmt -Check	08/05/2023	14178	John Chapman	Salary - August 2023	-75.00
Bill Pmt -Check	08/05/2023	14179	Karla Christensen	Salary - August 2023	-75.00
Bill Pmt -Check	08/05/2023	14180	Mt. Aukum Store		-63.76
Bill Pmt -Check	08/05/2023	14181	Rocky Raymond	Wage - August 2023	-75.00
Bill Pmt -Check	08/05/2023	14182	Underground Service Alert	811 Dig	-559.69
Check	08/07/2023	debit	Adobe PDF		-19.99
Check	08/07/2023	debit	Tax Impound		-48.50
Deposit	08/07/2023			Deposit	1,372.88
Deposit	08/08/2023			Deposit	305.00
Deposit	08/08/2023			Deposit	175.00
Deposit	08/08/2023			Deposit	313.57
Check	08/09/2023	debit	Leslie Garrett		-810.63
Deposit	08/09/2023			Deposit	284.69
Deposit	08/10/2023			Deposit	2,576.32
Deposit	08/10/2023			Deposit	3,560.63
Check	08/10/2023	debit	PG&E - Sewer	8721806002-5	-2,503.08
Check	08/10/2023	debit	PG&E - Water	3357284549-4	-427.43
Check	08/10/2023	debit	PG&E - Water	3357284549-4	-3,542.00
Check	08/10/2023	debit	PG&E - Office/Town Hall	6898952032-2	-42.28
Check	08/10/2023	debit	PG&E - Street Lights	7368064062-7	-239.61
Deposit	08/10/2023			Deposit	1,321.85
Deposit	08/11/2023			Deposit	1,257.50
Deposit	08/14/2023			Deposit	746.07
Check	08/15/2023	debit	AT&T - Sewer	209 245-3984 701 9	-110.68
Check	08/15/2023	debit	AT&T - Water	209 245-4011 722 0	-299.34
Deposit	08/15/2023			Deposit	1,138.61
Deposit	08/15/2023			Deposit	639.21
Deposit	08/15/2023			Deposit	116.83
Deposit	08/16/2023			Deposit	870.03
Bill Pmt -Check	08/17/2023	14185	Amerigas		-694.83
Deposit	08/17/2023			Deposit	5,781.72
Deposit	08/17/2023			Deposit	1,212.34
Deposit	08/18/2023			Deposit	555.39
Check	08/22/2023	debit	Staples		-358.84
Check	08/22/2023	debit	Candi Bingham		-2,107.34
Check	08/22/2023	debit	RingCentral		-58.19
Deposit	08/22/2023			Deposit	983.00
Deposit	08/22/2023			Deposit	728.42
Deposit	08/22/2023			Deposit	449.50
Deposit	08/23/2023			Deposit	1,518.43
Deposit	08/24/2023			Deposit	3,796.96
Deposit	08/24/2023			Deposit	1,710.24
Deposit	08/24/2023			Deposit	718.97
Check	08/24/2023	debit	Leslie Garrett		-1,006.57
Deposit	08/25/2023			Deposit	1,133.90
Deposit	08/28/2023			Deposit	176.09



**River Pines Public Utility District**  
**Account QuickReport-Board Meetings**  
As of August 31, 2023

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<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
Deposit	08/29/2023			Deposit	244.85
Deposit	08/29/2023			Deposit	339.24
Deposit	08/31/2023			Deposit	163.53
Total El Dorado Checking					19.04
Total Bank Accounts					19.04
<b>TOTAL</b>					<b>19.04</b>

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## **River Pines Department Report**

August 2023

### **Water Production/Sold**

Well 2:	369,200 gallons	Total Produced:	1,532,017 gallons
Well 3R:	608,100 gallons	Total Sold:	1,057,940 gallons
Well 6R:	554,717 gallons	Unaccounted Loss:	31%

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### **Regulatory Compliance Specialist**

- Monthly water and wastewater reporting
- Completed lead and copper testing

### **Wastewater**

- Repaired cracked fitting on Chlorine tank
- Influent flow 965,450 gallons. Effluent Discharged 233,200 gallons.

### **Water Treatment / Distribution**

- Routine operation, maintenance and sampling
- Staff made repairs to the Sodium Hypochlorite skit on Well 2 and 3R
- Staff recommends a new benchtop turbidimeter be purchased for regulatory required verifications on online turbidimeters

### **Electrical**

- Staff installed a new standby generator at the Horseshoe Lift station

Staff Hours: 59.5 Water hrs.    46 Wastewater hrs.

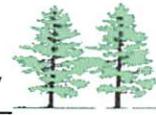
**Prepared by:** Operations Department Staff

**Reviewed by:** Rick Ferreira, Operations and Engineering Manager



## 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 – 8b

## GENERAL MANAGER'S REPORT

### For the Month of August/September 2023

**1. Building Roofs** – Insurance company stated that if the District were to put in a claim for the roof repairs, there is a good chance that our insurance would be dropped as insurance companies are looking for ways to stop coverage in California. Also, our deductible is \$5,000 per occurrence. One roof repair was under \$5,000 and the other is a little over \$6,000. District needs to fund the repair of both roofs.

**2. Circle Tank Purchase Agreement** – the state has requested that the date on the purchase agreement be revised to a date after the contract is signed with the state for the distribution project. I have revised the purchase date to be no later than December 31, 2023, and sent it to the sellers for approval and signature.

I still do not know if the state is going to pay for the purchase of the property. The legal department, according to Oscar, the district's project manager, is being very difficult with the property purchase.

**3. GM Visit to River Pines** – I was in River Pines the week of the August board meeting to work with the Office Manager and follow up with office task.

**4. Propane Company Switch** – we switched propane companies because Amerigas was making double trips to fill our tanks AND when Suburban did their inspection, two of our tanks were leaking. Amerigas never inspected or checked. This was costing the district multiple delivery charges AND multiple trips for AWA staff. We are now with Suburban Propane.

**4. Horseshoe Generator** – the rental generator is still in operation. Turns out that we must upgrade to a larger propane tank due to the size of the generator. In upgrading the tank involves also upgrading the lines. Suburban is doing this. Once the tank is ready to go, Kohler will come out and do a startup (which was paid for in the purchase cost). AWA is trying to get a startup date from Kohler.

**5. Emigrant Generator** – has been delivered to AWA. We are waiting for the transfer switch to be delivered. Once the transfer switch is delivered, then the propane tank will be upgraded and the same procedures as Horseshoe.

**6. Sewer Pond Mixers** – all three have arrived and are put together. Newterra delivered them and AWA did the assembly. Still waiting for final

invoice on them. Mixers/Aerators went into pond 1,2 & 3. AWA stated that they are very nice and seem to be well built and good quality. (see attachment)

7. **Pump Pulleys** – the pulley out at the sewer pond needs to be replaced. Waiting for an estimate from AWA. (see attachment)

1. Bank Deposits – office staff
2. Monthly Billing & Monthly Late Notices
3. Monthly 48 Hour Notices – Training Office Manager how to do
4. Agenda & Packets
5. Monitor Office Staff



86-6



86-7

9a

**RESOLUTION NO. 2023-03**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE RIVER PINES PUBLIC UTILITY DISTRICT TO INCREASE THE RECONNECTION FEE AND AFTER-HOUR RECONNECTION FEE TO THE RIVER PINES PUBLIC UTILITY DISTRICT RATE AND FEE SCHEDULE**

**WHEREAS**, the Board of Directors of the River Pines Public Utility District (RPPUD) desires to meet customers health, safety and needs at all times of service; and

**WHEREAS**, cumulative increases in the cost of providing professional services to meet customers health, safety and needs After-Hours, has impacted the District’s financial requirements, it comes that rates be adopted accordingly from time to time, pursuant to Section 2.01.010, Section 1.05.101 and Section 3.01.240 of the RPPUD Bylaws, Rules and Procedures; and

**WHEREAS**, the RPPUD Rate and Fee Schedule was evaluated, and it was determined that the Reconnection Fee and After-Hour Reconnection Fee be increased to meet financial requirements of the District; and

**NOW THEREFORE, BE IT RESOLVED**, by the Board of Directors of the River Pines Public Utility District hereby adopts and sets the following Reconnection Fee and After-Hour Reconnection Fee to the RPPUD Rate and Fee Schedule which will take effect October 1, 2023:

**After-Hour Reconnection Fee - \$200.00 (any time after 4:00 p.m. on weekdays and anytime on Saturday or Sunday and Holidays)**

**Business Hour Reconnection Fee - \$150.00 (Monday – Friday 8:00 a.m. to 4:00 p.m.)**

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 20th of September 2023, by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

River Pines Public Utility District

\_\_\_\_\_  
Rocky Raymond, Chairman

ATTEST:

\_\_\_\_\_  
Gisele Wurzbarger, Board Clerk



## **River Pines Public Utility District**



22900 Canyon Ave. • P.O. Box 70 • River Pines, CA 95675  
(209) 245-6723 • (209) 245-5710 FAX  
rppud@rppud.org

SUBJECT: LAIF Withdraw  
DATE: September 20, 2023  
Meeting: Regular  
Attachment: No  
Item: 9b

**INFORMATION:** The sewer system was installed in the mid 1980's. There have been little to no upgrades or replacements.

The sewer ponds have 7 mixers/aerators. With the recent funds from the county, we were able to replace three of them. Two have failed completely and another was on its way out.

We were also able to replace a couple of motors and pumps with the funds.

Currently we still need motors for the grinders, backup motors and pumps for the ponds and a new hoist which will be used to pull the pumps from the ponds. Motors and pumps have a life span of approximately 3 to 5 years because of the hard use they endure. This is why it seems we are always buying motors and pumps.

Considering that the sewer system is approximately 39 years old, it has done a great job.

**RECOMMENDATION:** We currently need to purchase a new hoist and another pump (current estimate came in at \$12,000 – AWA is still getting estimates or thinking of a rebuild). Also, we need a new roof on the building at the sewer pond that was damaged by the storm this last winter (approx.\$7,000). We will also be getting billed by AWA's electrician for installing the generators and putting the mixers together and getting the electrical completed for those as well.

I am asking for at least \$20,000 to help offset this cost.