

6a



**REGULAR MINUTES**

**Wednesday, October 21, 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](https://meet.google.com/xhx-btmk-dxr)  
Join by Phone: +1 617-675-4444 PINL 569 172 483 3260#**

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

**ROLL CALL: Via Phone**

Director Roscoe Raymond  
Director Anita Ebbinghausen  
Director Patrick Henry  
Director John Chapman

Candi Bingham, General Manager  
Gisele Wurzbarger, Board Clerk

Director Karla Christensen arrived at 6:03 p.m.

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

**3. AGENDA:**

**Motion by Chairman Henry, seconded by Board Member Ebbinghausen, and carried by a 5 to 0 vote to approve the Regular Agenda dated October 21, 2020 as presented. Motion passed by the following vote:**

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

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

None.

**5. MINUTES: Discussion / Approval.**

A. September 16, 2020 Regular Meeting.

**Motion by Board Member Raymond, seconded by Vice-Chairman Christensen, and carried by a 5 to 0 vote to approve the Minutes dated September 16, 2020 as amended. Motion passed by the following vote:**



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

**6. CONSENT ITEMS:**

- a. Monthly Financial Statements - Period Ending September 30, 2020.
- b. Expenditure Report - Submitted Check Approval through September 30, 2020.

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

**Motion by Chairman Henry, seconded by Board Member Chapman, and carried by a 5 to 0 vote to approve the Consent Items - Period Ending September 30, 2020. Motion passed by the following vote:**

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

**7. 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.

**September 1 thru September 30, 2020 Water Production/Sold Information:**

Well 2 - 369,100 gallons    Total Produced – 1,242,902 gallons  
Well 3R – 497,700 gallons    Total Sold – 915,572 gallons  
Well 6R - 376,102 gallons    Unaccounted Loss - 26%  
Staff Hours: Water 68 hours

**September 1 thru September 30, 2020 Wastewater Production:**

Influent flow: 1,091,400 gallons    Effluent Discharged: 332,600 gallons  
Staff Hours: Wastewater 28.5 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.

General Manager Bingham reported Amador Water Agency calibrated Well 6R. Well 6R is working well and is still being put into operation when the storage tank is low.



General Manager Bingham reported she had received notice that the State Grant Contract is complete for the \$5,000,000. There was a conference call with the State, USFA and KASL Engineering regarding the Distribution project. This matter is on the agenda for further discussion.

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

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

**a. Contractor Purchase District Water for Project. Discussion/Action.**

No written report was submitted on this item. General Manager report Contractor Bob Fine has requested to purchase 800 gallons of water for a project.

Board Member Ebbinghausen stated the District main goal is to take care of the District's water needs

Board Member Raymond inquired if the District has a policy regarding purchase of District's water for projects within the District.

General Manager stated there is no policy regarding this matter. She stated all water in the District is treated and there is limited storage. She noted the District's water system is not set up for this type of water usage.

Board Member Chapman felt there should be a way for Contractors to use untreated water.

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

Board Member Raymond suggested an item be placed on a future agenda regarding the use from the clean water pond at a cost.

**b. KASL Engineering Contract for Distribution Project Bid. Discussion/Action.**

General Manager Bingham reported KASL submitted a Proposal for RPPUD Water System Improvement Project: Bidding Services. Their proposal is to modify the RPPUD Water System Improvement Project Plans and Project Manual to identify separate project schedules, assist RPPUD with advertisement of the Project for construction bidding and with receiving construction bids. It is likely the construction bids for the water pipeline and tank improvements will exceed the \$5.0 million construction funding available from DWSRF. To facilitate supplement funding from USDA, Mike Starinsky suggested dividing the Project into construction schedules. The proposed schedules are: They propose to provide the described services for a Not to Exceed fee of \$13,800.

Schedule A: Pipeline Improvements

Schedule B: Jaybird Tank Rehabilitation

Schedule C: Circle Avenue Tank Replacement

KASL provided a proposed scope of services which was included in the packet for consideration. After bids are received, KASL will assist RPPUD with an application to USDA for funding of the Schedule B, and/or Schedule C improvements. They proposed to provide the described services for a Not to Exceed fee of \$13,800. These services and proposed cost are part of the construction management and will be reimbursed to RPPUD from the DWSRF Project funding.

General Manager Bingham stated the Board also needs to decide what funding source to use for the described services Not to Exceed fee of \$13,800.



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 Ebbinghausen, seconded by Board Member Raymond, and carried by a 5 to 0 vote Motion passed by the following votes:**

1. To divide the Project into construction into the following proposed schedules: Schedule A: Pipeline Improvements, Schedule B: Jaybird Tank Rehabilitation and Schedule C: Circle Avenue Tank Replacement.
2. Approve KASL to advertise the Project for construction bidding and with receiving construction bids.
3. The Capital Improvement Account will be used to pay KASL for the proposed described services for a Not to Exceed fee of \$13,800.

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

**c. DWSRF Loan – Distribution Project.** Discussion/Action.

No written report was submitted on this item. Portions of this item was discussed during item b. KASL Engineering Contract for Distribution Project Bid. A motion was made during item b. KASL Engineering Contract for Distribution Project Bid.

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

No action taken.

**d. River Access Dam Committee Update.** Continued Discussion.

No written report was submitted on this item. Vice-Chairman Christensen state she had nothing to report on this item. Board Member Raymond stated he could meet with her Friday and that he would provide pictures and measurements he had taken.

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

No action taken.

**e. Salvage Generator Update.** Continued Discussion.

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

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

No action taken.



**f. A-Teem SCADA Contract Update. Discussion/Action.**

No written report was submitted on this item. General Manager Bingham reported the District is still waiting to receive the program from Brent Stewart. Mr. Stewart has not signed the paperwork and release the program. She stated she would be forwarding this matter to the District's Attorney for consideration. General Manager Bingham asked that this item be continued.

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

No action taken.

**9. BOARD OF DIRECTORS COMMENTS/REPORTS: Discussion Only.**

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

No action taken.

**10. 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.

**11. 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. Salvage Generator Update. Continued Discussion.

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

g. River Access Dam Committee Update. Continued Discussion.

h. Community Clean Up Committee Update. Continued Discussion.

**12. ADJOURNMENT:** The meeting adjourned at 7:17 p.m.



**River Pines Public Utility District**  
**Profit & Loss by Class**  
 October 2020

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	Sewer	Water	TOTAL
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
Amador County Auditor's Warrant			
Homeowners Exemption	30.10	30.10	60.20
<b>Total Amador County Auditor's Warrant</b>	30.10	30.10	60.20
<b>Base Fee Income</b>			
Maintenance Fees	330.00	330.00	660.00
Sewer	16,098.25	0.00	16,098.25
Voluntary Lock-Off	140.00	140.00	280.00
Water	0.00	12,679.80	12,679.80
<b>Total Base Fee Income</b>	16,568.25	13,149.80	29,718.05
Interest Income	0.00	0.28	0.28
<b>Variable Income</b>			
Water - Usage	0.00	3,745.58	3,745.58
<b>Total Variable Income</b>	0.00	3,745.58	3,745.58
<b>Total Income</b>	16,598.35	16,925.76	33,524.11
<b>Gross Profit</b>	16,598.35	16,925.76	33,524.11
<b>Expense</b>			
<b>Bank Charges</b>			
Paymentus Fees	112.10	109.15	221.25
<b>Total Bank Charges</b>	112.10	109.15	221.25
<b>Board Members</b>			
Stipends	187.50	187.50	375.00
<b>Total Board Members</b>	187.50	187.50	375.00
<b>Contracted Expenses</b>			
Manager	2,416.66	2,416.68	4,833.34
<b>Total Contracted Expenses</b>	2,416.66	2,416.68	4,833.34
<b>Sewer Expenses</b>			
<b>Amador Water Agency</b>			
After Hour On-Call	244.00	0.00	244.00
Mandated State Reporting	37.07	0.00	37.07
Routine Service	2,585.37	0.00	2,585.37
<b>Total Amador Water Agency</b>	2,866.44	0.00	2,866.44
Electricity - Sewer	2,925.04	0.00	2,925.04
Excavating	1,010.61	0.00	1,010.61
SCADA Service	700.00	0.00	700.00
Telephone - Sewer	175.11	0.00	175.11
<b>Total Sewer Expenses</b>	7,677.20	0.00	7,677.20
<b>Water/Distribution Expenses</b>			
<b>Amador Water Agency</b>			
After Hour On-Call	0.00	488.00	488.00
Backflow Testing	0.00	94.09	94.09
Customer Service	0.00	33.65	33.65
Electrical Repairs	0.00	1,297.65	1,297.65
Large Equipment Use	0.00	908.00	908.00
Mandatory State Reporting	0.00	370.64	370.64
Meter Reading	0.00	384.83	384.83
Routine Service	0.00	3,212.06	3,212.06
<b>Total Amador Water Agency</b>	0.00	6,788.92	6,788.92
Electricity - Water	0.00	2,888.66	2,888.66
Excavating	0.00	1,010.61	1,010.61

**River Pines Public Utility District**  
**Profit & Loss by Class**  
October 2020

	Sewer	Water	TOTAL
Parts/Supplies	0.00	249.33	249.33
SCADA Service	0.00	300.00	300.00
Telephone - Water	0.00	171.88	171.88
Water Testing	0.00	196.00	196.00
<b>Total Water/Distribution Expenses</b>	<b>0.00</b>	<b>11,605.40</b>	<b>11,605.40</b>
<b>64900 · Office Expenses</b>			
Postage/Shipping	47.89	47.91	95.80
Software	25.49	25.50	50.99
Supplies	130.52	130.53	261.05
Website Service	100.00	100.00	200.00
<b>Total 64900 · Office Expenses</b>	<b>303.90</b>	<b>303.94</b>	<b>607.84</b>
<b>68600 · Utilities</b>			
Electricity - Street Lights	58.44	58.44	116.88
68100 · Telephone - Office	29.16	29.16	58.32
<b>Total 68600 · Utilities</b>	<b>87.60</b>	<b>87.60</b>	<b>175.20</b>
<b>Total Expense</b>	<b>10,784.96</b>	<b>14,710.27</b>	<b>25,495.23</b>
<b>Net Ordinary Income</b>	<b>5,813.39</b>	<b>2,215.49</b>	<b>8,028.88</b>
<b>Other Income/Expense</b>			
Other Income			
Wireless Site Lease	250.00	250.00	500.00
<b>Total Other Income</b>	<b>250.00</b>	<b>250.00</b>	<b>500.00</b>
<b>Net Other Income</b>	<b>250.00</b>	<b>250.00</b>	<b>500.00</b>
<b>Net Income</b>	<b>6,063.39</b>	<b>2,465.49</b>	<b>8,528.88</b>



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# River Pines Public Utility District Account QuickReport-Board Meetings As of October 31, 2020

Type	Date	Num	Name	Memo	Amount	Balance
<b>Bank Accounts</b>						
El Dorado Checking						39,987.35
Check	10/01/2020					39,987.35
Deposit	10/01/2020		Candi Bingham	Deposit	-2,416.67	37,570.68
Check	10/02/2020		Google Services	Email Service	300.00	37,870.68
Check	10/02/2020		USPS		-36.00	37,834.68
Deposit	10/02/2020			Deposit	-15.05	37,819.63
Deposit	10/05/2020			Deposit	621.26	38,440.89
Deposit	10/06/2020			Deposit	140.18	38,581.07
Deposit	10/06/2020			Deposit	175.15	38,756.22
Deposit	10/06/2020			Deposit	305.87	39,062.09
Deposit	10/06/2020			Deposit	597.53	39,659.62
Check	10/07/2020		Adobe PDF		-14.99	39,644.63
Deposit	10/07/2020			Deposit	140.18	39,784.81
Deposit	10/08/2020			Deposit	269.76	40,054.57
Deposit	10/09/2020			Deposit	677.90	40,732.47
Deposit	10/13/2020			Deposit	160.14	40,892.61
Deposit	10/13/2020			Deposit	191.67	41,084.28
Deposit	10/13/2020			Deposit	602.64	41,686.92
Check	10/13/2020			7368064062-7	-116.88	41,570.04
Check	10/14/2020		PG&E - Street Lights	3357284549-4	-1,141.00	40,429.04
Check	10/14/2020		PG&E - Water	2458584137-2	-1,747.66	38,681.38
Check	10/14/2020		PG&E - Water 2	8721806002-5	-2,925.04	35,756.34
Check	10/14/2020		PG&E - Sewer	Deposit	1,401.35	37,157.69
Deposit	10/14/2020			Deposit	240.98	37,398.67
Deposit	10/14/2020			Deposit	-2,416.67	34,982.00
Check	10/15/2020		Candi Bingham		-150.00	34,832.00
Check	10/15/2020		Digital Deployment		-175.11	34,656.89
Check	10/15/2020		AT&T - Sewer	209 245-3984 701 9	-171.88	34,485.01
Check	10/15/2020		AT&T - Water	209 245-4011 722 0	1,008.99	35,494.00
Deposit	10/15/2020			Deposit	-73.00	35,421.00
Check	10/16/2020		USPS	Post Box Rental	106.31	35,527.31
Deposit	10/16/2020			Deposit	13,628.18	49,155.49
Deposit	10/19/2020			Deposit	560.20	49,715.69
Deposit	10/19/2020			Deposit	-9,904.69	39,811.00
Bill Pmt -Check	10/19/2020	13576	Amador Water Agency	30018	-75.00	39,736.00
Bill Pmt -Check	10/19/2020	13577	Anita Ebbinghausen	Stipend - October 2020	-1,000.00	38,736.00
Bill Pmt -Check	10/19/2020	13578	Brent Stewart, P.E.	Alarm Monitoring	-2,021.22	36,714.78
Bill Pmt -Check	10/19/2020	13579	CAL FIRE	Sewer - spray fields	-890.00	35,824.78
Bill Pmt -Check	10/19/2020	13580	California Bank & Trust	1030264749	-196.00	35,628.78
Bill Pmt -Check	10/19/2020	13581	california Laboratory Ser...	Water Testing	-75.00	35,553.78
Bill Pmt -Check	10/19/2020	13582	John Chapman	Stipend - October 2020	-75.00	35,478.78
Bill Pmt -Check	10/19/2020	13583	Karla Christensen	Stipend - October 2020	-75.00	35,403.78
Bill Pmt -Check	10/19/2020	13584	Patrick Henry	Stipend - October 2020	-75.00	35,328.78
Bill Pmt -Check	10/19/2020	13585	Rocky Raymond	Stipend - October 2020	-261.05	35,067.73
Bill Pmt -Check	10/19/2020	13586	Staples		-7.75	35,059.98
Check	10/20/2020	debit	USPS	Website Hosting	-50.00	35,009.98
Check	10/20/2020	debit	Digital Deployment	Deposit	793.38	35,803.36
Deposit	10/20/2020			Deposit	418.70	36,222.06
Deposit	10/20/2020			Deposit	969.43	37,191.49



**River Pines Public Utility District**  
**Account QuickReport-Board Meetings**  
As of October 31, 2020

Type	Date	Num	Name	Memo	Amount	Balance	
Deposit	10/21/2020			Deposit	2,470.72	39,662.21	
Deposit	10/22/2020			Deposit	1,586.16	41,248.37	
Deposit	10/23/2020			Deposit	1,823.35	43,071.72	
Deposit	10/26/2020			Deposit	745.61	43,817.33	
Check	10/27/2020	debit	RingCentral	Office Phone	-58.32	43,759.01	
Deposit	10/27/2020			Deposit	150.00	43,909.01	
Deposit	10/27/2020			Deposit	219.67	44,128.68	
Deposit	10/28/2020			Deposit	290.39	44,419.07	
Deposit	10/31/2020			Interest	0.28	44,419.35	
Total EI Dorado Checking						4,432.00	44,419.35
Total Bank Accounts						4,432.00	44,419.35
<b>TOTAL</b>						<b>4,432.00</b>	<b>44,419.35</b>



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## River Pines Department Report

October 1 – October 30, 2020

### Water Production/Sold

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:	13%

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### **Regulatory Compliance Specialist-**

- Submitted 3<sup>rd</sup> quarter and monthly water report for October
- Submitted wastewater report for October

### **Wastewater-**

- Influent flow **1,236,600 gallons**. Effluent Discharged **574,000 gallons**.
- Continue to monitor collection system.
- Completed all annual monitoring well sampling.
- Weeded the plant and access road as well as lift station.
- Continued to keep storage pond as low as possible.
- Continue to exercise and monitor generators in anticipation of power outages.

### **Water-**

- Staff continues to operate the 6R facility in automatic mode to ensure regular operation and provide relief to wells 2 and 3R.

Staff Hours: 69.75 Water      68.00 WW

Prepared by: Linda Nafus, Administrative Assistant II

Reviewed by: Rick Ferriera, Operations and Maintenance 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 October/November 2020

1. **Well 2/3R.** Well 3R working well. Well 6R is still being put into operation when storage tank is low.
2. **River Trail Leak.** Required large equipment use from AWA and small part purchases to repair. Also had to shut off water to customers for repair.
3. **State Grant Contract.** Phone meeting with KASL Engineering. Update on Agenda
4. **USDA Funding.** If money becomes available, will not know until March/April of 2021.
5. **Delinquent Accounts.** District currently has \$12,759.12 in delinquent payments from water/sewer service/usage.
6. Bank Deposits
7. Monthly Billing & Monthly Late Notices
8. Monthly 48 Hour Notices – Currently No 48 Hour Notices being done
9. Updated Website
10. Agenda & Packets





## 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: Water System Improvement Project – Agenda 9c  
DATE: November 18, 2020  
MEETING: Regular  
Attachment: No

### Update:

Spoke with Jack Scroggs, KASL Engineering, on November 9<sup>th</sup> regarding the bid timeline for the project. KASL will have the bid packet distributed no later than November 30<sup>th</sup>, 2020. Bids will be closed mid-January. Bid proposals will be put before the Board at the March 17<sup>th</sup>, 2021 Regular Meeting and following Board approval/decision to award, “Notice to Proceed” will be sent.

There will be a clause in the bid packet to allow the District a 120-day extension for bid acceptance in hopes of USDA funding for Circle Tank.

Projected projects start date is approximately April 15<sup>th</sup>, 2021 (bid acceptance in mid-March allows the two to three weeks for permits etc. Project start 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.





Candi Bingham <rppud@riverpinespod.org>

**RE: River Pines**

3 messages

Mon, Oct 26, 2020 at 4:12 PM

Erik Burns PE <eburns@ateem.com>  
Reply-To: eburns@ateem.com  
To: rppud@riverpinespod.org

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Candi,

I have a quotation for the radios at \$1,312 each which will put the total cost of the 12 radios around \$17,500 before shipping costs. Antennas, cables, and masts will be another \$500.

I recommend installing a radio at Jaybird tank instead of Circle tank because 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 \$1000.

I have completed another project using the HMI software I plan to use at your site. I am happy with the results. I have added a contingency of an extra day of work in case there is a problem with the installed PLCs. Brent has indicated that some of the units are obsolete (which isn't a problem until one fails). At this time I am not planning on replacing any of the PLC hardware. I will, however, be replacing the ethernet converters with serial cables.

The list of costs below does not include a Cellular internet connection.

Budgetary Costs:

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	\$2000

\$46,880 → \$20,000 originally approved

Sincerely,

Erik Burns, PE

A T.E.E.M. Electrical Engineering, Inc.

916-457-8144

3841 North Freeway Blvd.

Suite #145

Sacramento, CA 95834

↳ approx. 4 years to break even

Brent Stewart Currently \$12,000/yr.