



REGULAR MINUTES

Wednesday, October 11, 2017

ACTION MINUTES

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

Director Cathy Landgraf
Director Rene' Walden-Qualls
Director Anita Ebbinghausen
Director Michael Gardner
Director Richard Miller

Candi Bingham, General Manager
Gisele Wurzburger, Board Clerk

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

4. **AGENDA:**

Motion by Board Member Miller, seconded by Board Member Walden-Qualls, and carried by a 5 to 0 vote to approve the Regular Agenda dated October 11, 2017 as presented. Motion passed by the following vote:

AYES: Landgraf, Ebbinghausen, Gardner, Walden-Qualls, Miller
NOES: None
ABSTAIN: None
ABSENT: None

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

None.

6. **BOARD CANDIDATES:**

Chairman Landgraf stated this item was an opportunity for the Board Candidates to take questions from the public and that there would be a five (5) minute limit.

Candidate Lee King was present to answer question from the public.

Candidate Patrick was present to answer question from the public.

Candidate Roscoe "Rocky" Raymond was present to answer question from the public.

Candidate Rene' Walden-Qualls was present to answer question from the public.

Candidate Mark A. Etter was not present to answer question from the public.

7. **MINUTES: Discussion / Approval.**

A. September 13, 2017 Regular Meeting.

Motion by Board Member Miller, seconded by Board Member Walden-Qualls Miller, and carried by a 5 to 0 vote to approve the Minutes dated September 13, 2017 as amended. Motion passed by the following vote:

AYES: Landgraf, Ebbinghausen, Gardner, Walden-Qualls, Miller
NOES: None
ABSTAIN: None
ABSENT: None

8. MONTHLY FINANCIAL STATEMENTS - Period Ending September 30, 2017.

Motion by Board Member Gardner, seconded by Board Member Miller, and carried by a 5 to 0 vote to approve the Financial Statements ending September 30, 2017 as presented. Motion passed by the following vote:

AYES: Landgraf, Ebbinghausen, Gardner, Walden-Qualls, Miller
NOES: None
ABSTAIN: None
ABSENT: None

Chairman Landgraf informed the Board that the individual cleaning the Town Hall has resigned. The individual selected to perform this job in the future would not be covered by the District's insurance and would require to obtain a certificate of insurance naming the District Hold Harmless.

9. EXPENDITURE REPORT: Discussion / Approval. Submitted Check Approval through September 30, 2017.

Board Member Walden-Qualls stated for the record she was not ready to approve the expenditure report as submitted. There were several items not answered with regards to voided or missing checks.

General Manager Bingham stated the expenditure reported was submitted several days prior to the meeting and requested questions regarding the report be submitted in a timely manner in order for staff to address said questions prior to the meeting. She noted Board Member Walden-Qualls did not submitted her concerns until today which did not allow time for staff to research her concerns.

Chairman Landgraf requested Board Member Walden-Qualls and General Manager Bingham meet to work out the concerns discussed regarding voided or missing checks prior to reconciliation and submittal of the expenditure report for Board approval.

Motion by Board Member Landgraf, Ebbinghausen, seconded by Board Member Gardner, and carried by a 4 to 1 vote to approve the Expenditure Report ending September 30, 2017 as presented. Motion passed by the following vote:

AYES: Landgraf, Ebbinghausen, Gardner, Miller
NOES: Walden-Qualls
ABSTAIN: None
ABSENT: None

10. MONTHLY OPERATIONS REPORT: Discussion.

A. Monthly Operations Report.

The report included updates from AWA staff, construction, wastewater and water – see report for complete details.

September Water Production/Sold Information:

Well 2 - 549,000 gallons Total Produced – 957,161 gallons
Well 3R - 385,700 gallons Total Sold – 950,920 gallons
Well 6R - 22,461 gallons Total Lost - 0.7%

Note to record: The total lost is inaccurate. Typically, the approximately 28% to 32% loss between produced and sold AWA is investigating the anomaly. There are some meter reading discrepancies that need to be looked into.

September Wastewater Production:

Influent flow: 764,900 gallons Effluent 439,700 gallons

Note to record: The flow meter may be reading incorrectly. Staff will conduct flow meter testing.

B. Monthly General Manager Report.

The report included updates from the General Manager – see report for complete details.

General Manager Bingham submitted the following documents:

1. Item 3. Baracco and Associates' Amendment No. 1 Profession Services Agreement between the River Pines Public Utility District and Baracco and Associates for the River Pines PUD Water Rehabilitation Project Mitigated Negative Declaration Contract Modification in the amount of \$6,188. Due to the nature of the emergency this amendment need to be signed tonight.
2. Item 4. NV 5's Proposal for Environmental Consulting and Hydrogeological Services related to the Monitoring Well Installation and Sampling Plan (MWISP) for RWQCB and County Permit Submittal in the amount of \$3,550.

Board Clerk Wurzburger stated these two items needs to be submitted at the next meeting for final approval due to their nature: An amendment to a previous agreement and proposal for environmental consulting.

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

For the record: Action minutes provide the necessary documentation of Board actions audio recordings are retained for those desiring more detail on agenda item discussion. These audio recordings provide an accurate and comprehensive backup of the Board deliberations and citizen discussion.

A. Winterization of Incomplete Disaster Repair Projects – FEMA. Discussion/Action.

General Manager Bingham reported Cal OES submitted a letter regarding the Winterization of incompleated disaster repair projects under 2017 winter storms (FEMA-4301-DR-CA, FEMA-4305-DR-CA and/or FEMA-4308-DR-CA. The California Governor's Office of Emergency Services provided the following recommendation for subrecipients included in one or more of the 2017 Winter Storms as noted with eligible Public Assistance that will not be completed prior to the 2017/2018 inclement weather season (October-March). Those subrecipients with incomplete projects that do not choose to employ cost-effective winterization measures and incur addition damage to these projects as a result of the 2017/2018 winter season, may jeopardize existing Federal and State reimbursement.

General Manager Bingham provided a copy of Shenandoah Excavating invoice for rock and grading on Emigrant Trail storm damage.

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

After considerable discussion among the Board and staff, staff was directed to obtain 3 bids for winterization of incomplete disaster repair projects submitted by FEMA.

B. Purchase Testing Kits for Sewer Ponds.

General Manager Bingham reported the District's Portable pH Kit was missing and the Amador Water Agency have been using their equipment and suggested the purchase of a portable pH kit.

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

Motion by Board Member Ebbinghausen, seconded by Board Member Gardner, and carried by a 5 to 0 vote to approve the purchase a HACH Sension+ PH1 Portable pH Kit in the amount of \$1,567.74. Motion passed by the following vote:

AYES: Landgraf, Ebbinghausen, Gardner, Walden-Qualls, Miller
NOES: None
ABSTAIN: None
ABSENT: None

C. Continuous Dumping at the Park.

Chairman Landgraf reported the has been continuous dumping at the park and there needs to be signage stating no dumping. She stated Amador County Code Enforcement was called with no resolution to this situation.

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

Motion by Board Member Gardner, seconded by Board Member Miller, and carried by a 5 to 0 vote to direct staff to research the purchase of a surveillance camera and signage. Motion passed by the following vote:

AYES: Landgraf, Ebbinghausen, Gardner, Walden-Qualls, Miller
NOES: None
ABSTAIN: None
ABSENT: None

D. Update on Bylaws – Discussion make recommendations for final adoption.

Board Member Walden-Qualls reported the provided River Pines Public Utility District Bylaws was the work in progress dated October 5, 2017 with recommended revisions. After numerous review and revisions, she requested consideration for approval on the submitted document.

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

After considerable discussion among the Board and staff, the Board determined various versions of this document had provided at several meetings and scrutinized and for that reason this crucial document needs a

precise and thorough review before it can be considered for adoption. A special meeting was scheduled for Wednesday, October 27, 2017 at 5:30 p.m.

E. Discuss Date for Next Board Meeting.

General Manager Bingham reported she would be on vacation November 1 through 9 and requested the November 8, 2017 Board meeting be rescheduled to Wednesday, November 15, 2017 at 5:30 p.m.

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

After considerable discussion among the Board and staff, the November 8, 2017 Board meeting was rescheduled to Wednesday, November 15, 2017 at 5:30 p.m.

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

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

13. COMMITTEE COMMENTS/REPORTS: Continued Item.

14. FUTURE AGENDA TOPICS: This is an opportunity for Board Members and District Staff to request matters to be placed on upcoming agendas.

15. ADJOURNMENT: The meeting adjourned at 7:30 p.m.

Respectively submitted,
Gisele Wurzbarger, Board Clerk