

**Minutes of the Regular Meeting of the Alleghany County Water District Board of Directors
Tuesday December 11, 2018 Alleghany Firehouse, 105 Plaza Court Alleghany**

1. Call to Order & Establish a Quorum The meeting was called to order by President Mehrmann at 6:04 pm. Directors present: Tobyn Mehrmann, Nancy Finney, Coral Spencer, and Gus Tenney. Robbin DeWeese was absent Secretary Amber Mehrmann was present and took minutes. Staff Present GM Rae Bell Arbogast and WTO Bruce Coons. Public Present: Vicky Tenney and Jan Sticha
-Oath of Office was administered to all of the Directors by Amber Mehrmann.

2. Consent Calendar:

a.) Motion made to approve the consent calendar with a change to a date on the agenda. Nancy Finney made the motion and Coral Spencer 2nd **Ayes: Mehrmann, Tenney, Finney, and Spencer Nays:0 Absent: Robbin Deweese**

3. Public Response Time:

None

4. Information/Discussion Items:

a) Correspondence:

Incoming: Audit Reports from Boden Klein & Sneesby (hard copy), Oaths of office for ALL directors from Sierra County Clerk-Recorders office, Notice from State controllers re: Special District's Financial Transactions Report due Jan 31st (auditor does it for us), Audit finding letter from Boden Klein & Sneesby A.O.K.

Outgoing: Audit representation letter to Boden Klein & Sneesby, Cover sheet and copy of audit sent to State Controller's Office for annual financial transactions report (filed online by auditor),

b) SRF Projects Update : A written report was provided in the packets. Additionally it was reported that the Title 22 results for the Cumberland spring look really good.

-Power poles are installed but there aren't any power lines in place yet.

-The fence has been started and has also been expanded a little bit.

c) Board Member or Special Committee Reports: None

d) Staff Reports: *Water Treatment Operator Report:* WTO- Total finished water production: 375,00 gallons (high due to the switching of the tanks; 106,000 gallons was used by the tanks) The average raw water flow at Ram Springs: 35.7 gallons a minute. The Cumberland is flowing at about 14.6 gallons a minute.

-Bruce Coons fixed the meter box at the Cemetery (the box keeps on shifting)

G.M. Report: After three years, Rae Bell was able to get addresses for the water tank and the Cumberland Spring from the County.

- The letter from the Auditor said that no issues were found and everything looked good.

- There was a water leak at the Cemetery due to freezing. It was noted that usually Bruce turns the water off at the Cemetery when he does the park but he did not do that this year. Rae asked for consensus from the board to allow staff to forgive any water usage overage that may have occurred. The board agreed.

e) **Historical Church/Library Report:** None

f) **Park Report:** The fountain is stored in the old Ambulance shed until spring. The water at the park has also been shut off.

5. Unfinished Business

a) **Customer Accounts/Billings/Disconnects:** None

b) **Ordinances, Policies & Procedures and Bylaws:** None

c) **Labor Compliance Consultant to be paid by State Revolving Fund:** There was a suggestion that we try meeting with the attorney in Grass Valley. A conference room is available. It was agreed to hold the meeting after the holidays.

6. New Business

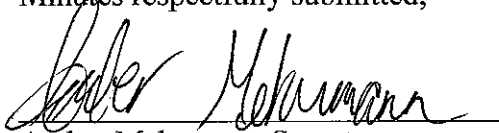
a) None

7. Next meeting Date, Items for next Agenda and Adjournment.

Discussion on Bruce Coons' new title to be placed on next agenda. Next regular meeting scheduled for January 8, 2019 at 6:00 P.M. at the Alleghany Fire House.

There being no further business before the Board, the meeting was adjourned at: 6:43 p.m.

Minutes respectfully submitted,


Amber Mehrmann, Secretary

Alleghany County Water District

P.O. Box 860, Alleghany, CA 95910 ~ alleghanywater@gmail.com ~ Phone 530-287-3204

~ Established March 8, 1939 ~

CERTIFICATE OF POSTING

I, Amber Merhmann certify that the following document was posted on behalf of Alleghany County Water District, Sierra County California:

Agenda and meeting packet Regular Meeting, Meeting Date 12/11/18

In the following location(s):

Alleghany Post Office Bulletin Board (packets put in box for the public) and On the door of the Alleghany Firehouse (meeting location)
Emailed to email list as well.

On 12/8/18 (date)

A copy of which is attached hereto and by reference made a part herof.

Signed under penalty of perjury: X


Amber Mehrmann



NOTICE

OF REGULAR MEETING OF THE BOARD OF DIRECTORS OF ALLEGHANY COUNTY WATER DISTRICT

Date: Tuesday December 11, 2018 Time: 6:00 pm

Location: Alleghany Firehouse 105 Plaza Ct. Alleghany

Website: alleghanywater.org

This agenda has been prepared and posted at least 72 hours prior to the regular meeting of the Board of Directors in accordance with the Ralph M. Brown Act. Agenda items are numbered for identification purposes only and will not necessarily be considered in the indicated order. Details and supporting materials concerning agenda items are available for public reference in the box at the Post Office at the time of agenda posting or on the district's website: alleghanywater.org

1. Call to Order & Establish a Quorum – ADMINISTER OATH OF OFFICE ALL DIRECTORS

2. Consent Calendar

- a) Approval of the agenda
- b) Reading and approval of the minutes for the regular meeting dated November 13, 2018 and the special meeting dated November 20, 2018.
- c) Ratification of Treasury Report and bill payments for November 2018

3. Public Response Time: The public may be heard before or during the consideration of any agenda item to be considered by the board, subject to reasonable time limitations for each speaker. Members of the public may address matters under the jurisdiction of the Board of Directors, and not on the posted agenda, provided that no action shall be taken by the board unless the matter is deemed urgent by a 2/3 vote.

4. Information/Discussion Items:

- a) Correspondence
- b) SRF Projects Update – written report in packets
- c) Board Member or Special Committee Reports
- d) Staff Reports – Water Treatment Operator (WTO) & General Manager (GM)
- e) Historical Church/Library Report
- f) Park Report

5. Unfinished Business (Discussion & Possible Action Items):

- a) Customer Accounts/Billings/Disconnects. NO ten-day notices sent in November
- b) Ordinances, Policies & Procedures and Bylaws: Nothing prepared in time for meeting.
- c) Labor Compliance Consultant update

6. New Business (Discussion & Possible Action Items):

- a) None

7. Next meeting date, Items for next Agenda & Adjournment. (Check Calendar)

Next regular meeting, January 8, 2018 6:00 pm at the Alleghany Firehouse Next meeting agenda item:
Appointment of Officers.

Treasurer's Report

Alleghany County Water District

MAIN ACCOUNT Beginning Balance \$ 5,594.57

Deposits

Date	From:	For:	Amount
11/2	SWRCB	Project Payment (Planning)	\$ 784.52
11/19	Customers	Water	\$ 708.00

Deposits Total \$ 1,492.52

Expenditures

Ck #	Date	To:	For:	Amount
5305	11/2	Bruce Coons	WTO Bill October	\$ 691.44
			WTO Contract	\$ 250.00
			Mileage	\$ 123.17
			Projects Reimburse	\$ 104.52
			New Service + Hydrant Repair	\$ 213.75
EFT	11/6	Tri-Counties Credit Card		\$ 101.60
1078	11/9	Postmaster	Roll of Stamps	\$ 50.00
1079	11/9	Amber Mehrmann	October Meeting minutes	\$ 45.00
5306	11/12	Ed Snyder	WDA October Bill (Repairs & New Service)	\$ 402.00
5307	11/12	Edda Snyder	Bookkeeper October Bill	\$ 100.00
EFT	11/26	PG&E	Pumphouse	\$ 94.28
1080	11/26	Tom Roth	Tank Project	\$ 1,500.00
1081	11/26	Chris Coons	Tank Project	\$ 100.00
1082	11/26	Chris Coons	Tank Project	\$ 104.00
1083	11/27	Carolyn Shultz	Refund on Overpayment	\$ 40.00

Expenditures Total \$ 3,228.32

Ending Main Account Balance \$ 3,858.77
Less Contingency Fund Balance \$ (4,500.00)
Plus Undeposited Funds \$ 1,364.51
Available Funds \$ 723.28

NON-ENTERPRISE ACCOUNT (Historical Church & Park) Beginning Balance \$ 8,920.13

Deposits

Date	From:	For:	Amount
			Deposits Total \$ -

Expenditures

Ck #	Date	To:	For:	Amount
EFT	11/26	PG&E		\$ 10.71

Expenditures Total \$ 10.71

Ending Non-enterprise Account Balance \$ 8,909.42

Historical Church Balance	\$ 7,661.33
Park Balance	\$ 1,248.09

Alleghany County Water District

11/2 Deposit detail

Invoice

P.O. Box 860

Alleghany, CA 95910

Date	Invoice #
6/30/2018	SRF#18

Bill To

SWRCB Division of Financial Ass.
 Attn: Disbursement Unit
 P O Box 944212
 Sacramento, CA 94244-2120

PAID
10/31/2018

Ship To

P.O. Number	Terms	Rep	Ship	Via	F.O.B.	Project
			6/30/2018			
Quantity	Item Code	Description			Price Each	Amount
	Planning Project	Rae Bell invoice # 1326			30.00	30.00
	Planning Project	Bruce Coons June hours			7.50	7.50
	Planning Project	postage			6.70	6.70
Quantity	Item Code	Description			Price Each	Amount
	Planning Project	Rae Bell invoice # 1327			45.00	45.00
	Planning Project	Ferguson Ent. Invoice # 6153313			269.44	269.44
	Planning Project	ACWD Labor spreadsheet attached with documentation			425.88	425.88
2 invoices in QB					Total \$784.52	

State Revolving Fund (SRF) Projects Update:
For ACWD BOD Meeting Date: 12/11/18 Prepared by Rae Bell

1. PLANNING PROJECT (Water Source):

Ram Spring The district's engineer Kip Lybarger and an assistant did a survey on November 13th for the "as-built" drawing of the driven pipes.

Cumberland Spring I have been communicating with Neil's Control Blasting the company that installed the driven pipes to see if they might be able to get a pipe installed deeper into the tunnel without a lot of cost for the purpose of getting a wet season Microscopic Particulate Analysis (MPA).

The results of the title 22 test just came in and have not been analyzed yet. Will provide an update at the meeting.

There will be a future construction project for the planning project.

2. WATER TANK REPLACEMENT PROJECT UPDATE:

Components of tank construction project (some of these tasks will happen simultaneously):

1. Site preparation **DONE**
 2. Manufacture of tank (offsite) **DONE**.
 3. Placement and hook-up of temporary tanks **DONE**
 4. Dismantle and haul away old tank **DONE**
 5. Electrical power installation (PG&E) **Scheduled for Nov-27th Dec. 12th**
 6. Tank Pad preparation **DONE**
 7. Construct new tank on new pad **TANK ONLINE AS OF 11/28/18 WOOHOO**
 8. Install SCADA system **They are scheduled to start in January.**
 9. Install fencing around new tank **Any day now**
 10. ~~Remove temporary tanks~~ **BRCO Constructors accepted ACWDs offer to purchase both temporary tanks for \$2,500 on Nov. 28th. For now they are being left where they are.**
 11. (addition) Install customer owned power pole and electrical panel **Completed Nov. 28, 2018**
 12. (addition) Install Fire Hydrant at tank site **Completed Dec. 4, 2018**
- Expected completion date: End of ~~December~~ January (Power & SCADA & Fence)**

Disclaimer "Funding for these projects has been provided in full or in part through an agreement with the State Water Resources Control Board. The contents of this document do not necessarily reflect the views and policies of the foregoing, nor does mention of trade names or commercial products constitute endorsement or recommendation for use."