



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
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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."

Alleghany County Water District Special Meeting November 20, 2018

The meeting was called to order by President Mehrmann at 6:05 pm

Present: Tobyn Mehrmann, Nancy Finney and Coral Spencer Absent: Robbin DeWeese, and Gus Tenney Also Present: GM Rae Bell Arbogast and Secretary Amber Mehrmann Public Present: Jan Stitcha and Wayne Babros

Motion to approved the agenda made by **Nancy Finney; Coral Spencer^{2nd} Ayes: Mehrmann, Spencer, and Finney Absent: Tenney and DeWeese Abstains: 0**

The meeting began with a discussion about the Labor Compliance Consultant. Rae Bell had done one more search to see if we had any other options to look at, but was unable to find anyone else that would fit our board's needs besides Terry Wills. No action taken.

The board then discussed making BRCO an offer for the temporary water tanks as storage for back up water.

Per Rae Bell, Bruce Coons recommended that ACWD make an offer of \$2500 for both tanks, considering that they are used.

It was discussed further and decided that the General Manager, Rae Bell Arbogast, was authorized to make an offer of \$2500 with a \$3000 maximum if the first offer is rejected. **The motion was made by Coral Spencer and Nancy Finney 2nd the motion Ayes: Mehrmann, Spencer and Finney Absent: Tenney and DeWeese Abstains: 0**

Meeting adjourned at 6:12 p.m.

Minutes respectfully submitted

Amber Mehrmann, Secretary

**Minutes of the Regular Meeting of the Allegheny County Water District Board of Directors
Tuesday November 13, 2018 Allegheny Firehouse, 105 Plaza Court Allegheny**

1. Call to Order & Establish a Quorum The meeting was called to order by President Mehrmann at 6:01 pm. Directors present: Tobyn Mehrmann, Nancy Finney, Coral Spencer, Gus Tenney and Robbin DeWeese Secretary Amber Mehrmann was present and took minutes. Staff Present GM Rae Bell Arbogast and WTO Bruce Coons. Public Present: Vicky Tenney and Wayne Babros

2. Consent Calendar:

a.) Motion made to approve consent calendar with one correction made to the minutes. Robbin DeWeese made the motion and Coral Spencer 2nd **Ayes: Mehrmann, Tenney, Finney, Spencer and DeWeese Nays:0 Absent: 0 Abstain: 0**

3. Public Response Time:

None

4. Information/Discussion Items:

a) Correspondence:

Incoming: Certified letter from a supplier for the tank job (same as the ones received last month) saying that they must be served with a “Notice of Completion” within 10 days of it being issued and that they have the power to place a lien on ACWD’s property if they are not paid. Notice of required Disadvantaged Community Certification due by Oct 30th (to keep reduced annual Drinking Water Division fee). Letter from State Controller regarding new thresholds for the Uniform Public Construction Cost Accounting Act

Outgoing: Signed agreement amendment for tank project to add purchase of replacement meter for pumphouse, Easement documents and promissory note for electric line easement sent to Gerard Forsman, Disadvantage Community Certification sent to the State Division of Drinking Water in order to keep our annual fee at \$100 (it used to be closer to \$400)

b) SRF Projects Update : New tank construction is done and it is connected to the temporary tanks. It will take a week to get completely switched over to new tank.

- There was some water found in a trench that had some traces of chlorine in it. Bruce Coons felt that there was water that was backed up and spilled out and it is not a leak.

Power line to the tank: Bruce and Chris did some work clearing the easement.

- The big tank was ready to be filled on 11/14/18 and could be filled in approximately 2 days. The money from the state had not come through yet. Recent bacteria test for Cumberland: coliform was positive; ECOLI was absent.

c) Board Member or Special Committee Reports: None

d) Staff Reports: *Water Treatment Operator Report:* WTO- Total finished water production: 252,790 The average raw water flow at Ram Springs: 52 gallons a minute. The Cumberland is flowing at about 13.8 gallons a minute. - Bruce Coons also replaced a valve on the hydrant on Mammoth Springs Road and it is no longer leaking.

Inspection The Engineer who is filling in for Stephen Rooklidge (Division of Drinking Water) came and did an inspection on Oct. 25th. He looked at the Cumberland Spring, the tank site and the Ram Spring. The inspection is simpler now that our water has been classified as Ground Water.

e) Historical Church/Library Report: The Plumas County Library website has an article about the historical church library in Alleghany.

f) Park Report: The fountain will be stored through the winter and put in, in the spring.

5. Unfinished Business

a) Customer Accounts/Billings/Disconnects: One ten-day notice was sent and was paid.

b) Ordinances, Policies & Procedures and Bylaws: Nancy Finney wrote a mission statement for the board: 'The mission of the ACWD is to provide safe, reliable and affordable water service to all Alleghany County Water District customers.'

- A discussion was had and it was agreed that this statement fit what the ACWD is all about.

Coral Spencer made a motion to adopt the mission statement as presented, Gus Tenney 2nd the motion Ayes: Mehrmann, Tenney, Finney, Spencer, and DeWeese Nays:0 Absent: 0 Abstain: 0

c) Labor Compliance Consultant to be paid by State Revolving Fund: Rae Bell Arbogast found out that we can only get consultation from an attorney for some of our questions per State Law. Rae was only able to find one consultant near the area that would fit the needs of our district. Her name is Terry Wills and she is with Cook/Brown LLP of Sacramento. Her fee is \$300 per hour. A discussion was had on the topic of hiring her and it was decided her services would benefit the board. **Coral Spencer made a motion to hire Cook/Brown , Gus Tenney 2nd the motion Ayes: Mehrmann, Tenney, Finney, Spencer and DeWeese Nays: 0 Absent: 0 Abstain: 0**

6. New Business

a) The Audit was handed out to be reviewed. The Audit gets submitted to the state controller's office once it has been accepted by the board. Nancy Finney made the motion to accept the audit Robbin DeWeese 2nd the motion Ayes: Mehrmann, Tenney, Finney, Spencer, and DeWeese Nays:0 Absent: 0 Abstain: 0

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

Discussion on temporary water tanks are to be placed on next agenda. Next regular meeting scheduled for December 11, 2018 at 6:00 P.M. at the Alleghany Fire House.

There being no further business before the Board, the meeting was adjourned at: 7:19 p.m.

Minutes respectfully submitted,

Amber Mehrmann, Secretary