

**Minutes of the Regular Meeting of the Alleghany County Water District Board of Directors
Tuesday June 18, 2019 Alleghany Firehouse, 105 Plaza Court Alleghany**

1. Call to Order & Establish a Quorum The meeting was called to order by President Mehrmann at 6:10 pm. Directors present: Nancey Finney, Gus Tenney, Robbin DeWeese, Tobyn Mehrmann; Director Coral Spencer had notified the secretary that she could not make it. Secretary Amber Mehrmann; GM Rae Bell and CWO Bruce Coons. Public Present: Jan Sticha and Vicky Tenney

2. Consent Calendar:

a.) A motion made to approve consent calendar by Robbin DeWeese, Nancy Finney 2nd **Ayes: DeWeese, Mehrmann, Finney and Tenney Nays:0 Absent: Spencer Abstain: 0 Motion Carried**

3. Public Response Time: None

4. Information/Discussion Items:

a) Correspondence since last meeting:

Incoming: Proposition 68 survey to see if the district wants to apply for funding. (includes Parks & Recreation) response is due by June 3rd. Request for nominations from the Calif. Special District Association, citation # 01-02-19c-005 from the State Division of Drinking water for failure to test for choliform in the month of March 2019. Ethics and Harrasment training certs for the directors who took the class on May 11th. Notification that the 2019 Annual report for the State Division of Drinking Water was deemed complete and timely. Notice of failure to file water rights report dated June 12th. [it WAS filed on 3/28]

Outgoing: Proposition 68 survey mailed to the Dept. of Parks and Recreation, thank you card to Donna Williamson for doing the Ethics and Sexual Harassment Prevention training on May 11th, Consumer Confidence Report sent to ALL customers including the notice about citation #01-02-19c-005 with the June water bills. Consumer Confidence Report sent to all customers and posted on the bulletin board, same with the information about the violation that was issued for not testing the water in March. Certification that this was done had to be sent to the division of drinking water as well. UPDATED emergency notification plan sent to the State Division of Drinking water, all ACWD staff and copies for board members to be handed out at the meeting. Emailed State Division of Water rights regarding the notice that they sent about the failure to file the 2018 report. Told them that it WAS filed on March 28th.

b) SRF Projects Update: Written reports for both the cancelled May meeting and June were included in the packets. Additionally, there was a question as to why the gooseneck is so expensive. It is due to the fact that there are 4 side vents that make it up. Also, the crews that have given quotes, all work on a prevailing wage. Rae Bell is looking for a tank crew and is in the process of getting the estimates needed.

c) Board Member or Special Committee Reports: None

d) Staff Reports: General Manager: Written reports for both the cancelled May meeting and June were included in the packets. Additionally, Rae Bell reported that we received \$139,000 from the state, which was placed in the bank and partially used to pay BRCO the tank contractors.

Water Treatment Operator Report: WTO- Average water flow from the Ram Spring for the month of May was 112 gallons a minute. Bruce predicts that it will be about 70-80 gallons a month in the future. Bacteriological water test results for May and June were absent (good).

e) Historical Church/Library Report: The Porta Potty for the church will be cleaned after the Miner's weekend event to save money by doubling up on travel time with the museum.

f) Park Report: The Plaque is up, it just needs to be screwed down. There is hope that the fountain will be installed by next meeting. There is also a new sign for the bathroom at the park.

5. Unfinished Business

a) Customer Accounts/Billings/Disconnects: There was one ten day notice issued, which was paid after a 48 hour shut off notice was issued.

b) Ordinances, Policies & Procedures and Bylaws: It was on the agenda to consider changing the meeting time. After a brief discussion the item was tabled until Director Coral Spencer can weigh in.

6. New Business

a) Memcor Unit: Rae Bell reported that she found an online auction service for surplus equipment that meets all of the government transparency requirements. There is no cost to the district. The memcor unit was declared surplus at a previous board meeting. A motion was made to authorize the GM to list the memcor unit on the auction site and sell it if possible. Motion made by Nancey Finney and Robbin DeWeese 2nd **Ayes: DeWeese, Mehrmann, Finney and Tenney Nays:0 Absent: Spencer Abstain: 0 Motion Carried**

b) Adoption of the Preliminary Budget: The Projected income for this year is projected to be lower due to 56 customer accounts being used for the income projection (previous budget had 58).

Overall expenses are projected to be about \$700 more than the previous year's budget.

There are 23 extra water tests that are to be performed in September; costing approx \$376 and the insurance premium went up.

The budget projects being able to put another \$2,248 in the contingency fund at the end of fiscal year 19/20.

While on the topic of the contingency fund Rae Bell explained that for the current year that ends on 6/30/19 she won't be able to provide a recommendation for how much money to move to the contingency fund until the year is closed out. Probably that will be in August, the last tax check from the County usually arrives in July or early August and it is needed to close-out the books. Currently there is \$4,500 in the contingency fund.

A motion was made to adopt the preliminary budget as presented by: Nancy Finney 2nd by Robbin DeWeese. **Ayes: DeWeese, Mehrmann, Finney and Tenney Nays:0 Absent: Spencer Abstain: 0 Motion Carried**

c) Contract Renewal for Rae Bell and Amber Mehrmann: The motion was made to renew Rae Bell's contract with no changes by Robbin DeWeese and Gus Tenney 2nd Ayes: **DeWeese, Mehrmann, Finney and Tenney Nays:0 Absent: Spencer Abstain: 0 Motion Carried**
The Motion was made to renew Amber Mehrmann's contract with no changes by Nancey Finney and Robbin DeWeese 2nd Ayes: **DeWeese, Finney and Tenney Nays:0 Absent: Spencer Abstain: Mehrmann, Motion Carried**

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

Next regular meeting scheduled for July 9, 2019 at 6:00 P.M. at the Alleghany Fire House.

There being no further business before the Board, the meeting was adjourned at: 7:04 p.m.

Minutes respectfully submitted,

Amber Mehrmann; Secretary

Allegheny County Water District

Treasurer's Report

June 2019

MAIN ACCOUNT **Beginning Balance \$ 8,305.15**

Deposits

Date	From:	For:	Amount
6/6	Customers	Water	\$ 1,059.90
6/12	Tank Project Payment		\$ 139,750.00
6/17	Planning Project Payment		\$ 2,841.07
6/24	Customers	Water	\$ 873.09
Deposits Total			\$ 144,524.06

Expenditures

Ck #	Date	To:	For:	Amount
5381	6/6	Bruce Coons	CWO May Payroll - Gross \$519.68	\$ 402.05
Gross Payroll Breakdown				
			CWO Contract	\$ 300.00
			Tank Project	\$ 135.00
			Mileage	\$ 84.68
5382	6/6	Edda Snyder	Bookkeeper Contract May - Gross \$150	\$ 137.03
5383	6/6	Edward Snyder	WDO May Payroll - Gross \$122	\$ 111.44
5384	6/17	Altec	Tank Engineering	\$ 29,613.35
5385	6/17	Aqua Sierra	Tank Project	\$ 13,573.67
5386	6/17	Rae Bell Arbogast	Project Billing	\$ 725.00
			Tank Project	\$ 625.00
			Planning Project	\$ 100.00
5387	6/17	AT&T		\$ 38.71
5388	6/17	BRCO	Tank Construction	\$ 88,514.27
5389	6/17	Cook-Brown LLP	Labor Compliance - Tank Project	\$ 3,027.60
5390	6/17	Cranmer Engineering	Water Tests	\$ 56.00
5391	6/17	Frank Dial	Planning Project Spring	\$ 1,000.00
5392	6/17	HACH	Chlorine Analyzer	\$ 519.76
EFT	6/24	PG&E	Pumphouse	\$ 100.61
EFT	6/24	PG&E	Tank Site	\$ 13.60
Expenditures Total				\$ 137,833.09

Ending Main Account Balance \$ 14,996.12
Less Contingency Fund Balance \$ (4,500.00)
Plus Undeposited Funds \$ 1,139.00
Available Funds \$ 11,635.12

NON-ENTERPRISE ACCOUNT (Historical Church & Park) **Beginning Balance \$ 8,946.29**

Deposits

Date	From:	For:	Amount
			Deposits Total \$ -

Expenditures

Ck #	Date	To:	For:	Amount
4038	6/18	Carot-Top Industries	American Flag for park	\$ 27.95
EFT	6/24	PG&E	Church	\$ 9.99
Expenditures Total				\$ 37.94

Report Prepared by Edda Snyder

Verified against Bank Statement

Ending Non-enterprise Account Balance \$ 8,908.35

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Historical Church Balance	\$ 7,660.26
Park Balance	\$ 1,248.09