

**Minutes of the Regular Meeting of the Alleghany County Water District Board of Directors
Tuesday August 13, 2019 Alleghany Firehouse, 105 Plaza Court Alleghany**

1. Call to Order & Establish a Quorum The meeting was called to order by President Mehrmann at 6:14 pm. Directors present: Nancey Finney, Tobyn Mehrmann and Coral Spencer; Secretary Amber Mehrmann; Gus Tenney, and Robbin DeWeese were absent. Public Present: Jan Sticha and Vicky Tenney

There was a moment of silence held in honor of the passing of Donna Hauck.

2. Consent Calendar:

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

3. Public Response Time: None

4. Information/Discussion Items:

a) **Correspondence: None**

b) **SRF Projects Update:** Written report provided. There was a question about how big the shelter needs to be to house the pressure switch.

c) **Board Member or Special Committee Reports:** None

d) **Staff Reports:** G.M. report written report provided.

There was a discussion on spending \$300 for the district website. It was decided to postpone any decisions until the September meeting. Nancey Finney made a motion to put it on the Sept. agenda and Coral Spencer 2nd **Ayes: Mehrmann, Finney and Spencer Nays:0 Absent: Tenney and Deweese Abstain: 0 Motion Carried**

CWO Report: Was not present to give a report.

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

f) **Park Report:** None.

5. Unfinished Business

a) **Customer Accounts/Billings/Disconnects:** Two ten day notices were sent out and paid.

6. New Business

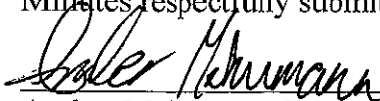
a). None

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

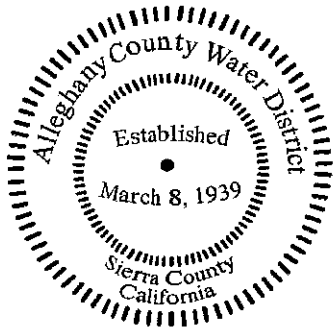
Next regular meeting scheduled for September 10, 2019 at 6:00 P.M. at the Alleghany Fire House. Next agenda items: discussion about the payment for the website and the contingency fund.

There being no further business before the Board, the meeting was adjourned at: 6:37 p.m.

Minutes respectfully submitted:


Amber Mehrmann, Secretary





NOTICE

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

Date: Tuesday August 13, 2019 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

MOMENT OF SILENCE IN HONOR OF LONG-TIME ACWD SECRETARY/BOOKKEEPER, DONNA HAUCK ~ MAY SHE REST IN PEACE ~

2. Consent Calendar

- a) Approval of the agenda
- b) Reading and approval of the minutes for the regular meeting dated July 9, 2019 .
- c) Ratification of Treasury Report and bill payments for the month of July 2019.

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 – Chief Water Operator (CWO) & General Manager (GM) written report provided
- e) Historical Church/Library Report -
- f) Park Report –

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

- a) Customer Accounts/Billings/Disconnects. Two ten-day notices were issued in July and both accounts were paid.
- b) Ordinances, Policies & Procedures and Bylaws: Nothing prepared in time for meeting.

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

- a) none

7. Next meeting date, Items for next Agenda & Adjournment.

Next regular meeting, September 10, 2019 6:00 pm at the Alleghany Firehouse

Next meeting agenda items: Adopt final budget for fiscal year 19/20, transfer money to contingency fund for fiscal year ended 6/30/19

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Allegheny County Water District General Manager (GM) Report August 2019

- Weedeating at pumphouse: After I learned that this item was tabled at last month's meeting I contacted Tobyn to see if he knew of any volunteer labor available to get the job done. At that point it was overdue, so there was a time constraint and Tobyn was not able to find a volunteer. After that, I then went ahead and authorized Edward Snyder to do it at a rate of \$12 per hour plus \$3 per hour for the use of his weedeating equipment. I explained that this was a one-time deal until the board has time to come up with a long-term plan. The following day Edward notified me that his weedeater could not handle the blackberries that have grown up behind the pumphouse and he could not finish the job. I then asked Chris Coons if he could finish the job under the same terms, and he got it done. **I DO wish to point out that the request on last month's agenda did NOT represent an increase in the budget. For many years the district paid a \$250 flat-rate for this job. Now that the weedblock fabric is covering a significant part of the property it should cost less than \$250 even at \$15 an hour. The cost to do this is already built into our adopted budget.** I agree that if we can find volunteers to do this in the future that would be great but we need to get commitments in advance. We can discuss the long-term plan with the budget adoption in September.
- Labor Compliance, related to the topic above: I put in an inquiry to the labor compliance attorney asking about the rules regarding having an employee use their own equipment and about the legality of paying a flat-rate for certain jobs. The attorney's fees for this will be billed to the tank project because it does relate to using our own labor for State Funded jobs. I did learn that minimum wage is \$12 an hour for employers with 26 or more employees and \$11 an hour for employers with 25 or less (such as ACWD). In January of 2020 it will change to \$12 an hour for smaller employers.
- Website Our free 15 months of website service expired last month. The cost to keep the site is \$300 per year. I did extensive research on this prior to getting the site and this is by far the best deal I found anywhere. As of January of this year special districts are required by State law to have a website, so this will have to be incorporated into the final budget to be adopted in Sept. I would like to authorize Edda to pay the bill now so that it will not incur any late fees. The payment would then be on the August treasurer's report for board ratification. If anybody objects to this bill being paid they should speak up at the August meeting and we can put it on the Sept. agenda for further discussion, otherwise I will assume that it is OK to pay it. (I don't see that we have much choice but to pay it) **Yes, this does represent a budget increase. DARN IT!**

Allegheny County Water District

Treasurer's Report

July 2019

MAIN ACCOUNT

Beginning Balance \$ 14,996.12

Deposits

Date	From:	For:	Amount
7/1	Tank Project Payment		\$ 10,566.00
7/9	Customers	Water	\$ 924.56
7/18	Customers	Water	\$ 909.00
7/18	Customers	Water	\$ 706.01
7/18	Sierra County	Property Taxes	\$ 2,204.36
Deposits Total			\$ 15,309.93

Expenditures

Ck #	Date	To:	For:	Amount
5393	7/9	Bruce Coons	CWO June Payroll - Gross \$613.16	\$ 527.75
			CWO Contract	\$ 300.00
			Tank Project	\$ 60.00
			Other Labor	\$ 165.00
			Mileage	\$ 88.16
5394	7/9	Chris Coons	Weedeating - Gross \$180	\$ 44.43
			Minus Advance	\$ 120.00
5395	7/9	Edda Snyder	Bookkeeper July Payroll - Gross \$150	\$ 137.02
5396	7/9	Edward Snyder	WDO July Payroll - Gross \$222	\$ 202.80
5397	7/17	Altec Engineering	Tank Engineering	\$ 5,869.00
5398	7/17	Aqua Sierra	Tank Project	\$ 1,000.00
5399	7/17	AT&T		\$ 28.20
5400	7/17	B&C	Supplies and Maintenance	\$ 141.17
5401	7/17	BRCO	Two Plastic Tanks - Partial Payment	\$ 1,250.00
5402	7/17	Cook-Brown LLP	Late Fees	\$ 27.18
5403	7/17	Cranmer Engineering	Water Tests	\$ 20.00
5404	7/17	SWRBC	Annual Membership Fees Fee Dept. of Water	\$ 110.00
EFT	7/18	Tri-Counties Bank	Advice of Difference 7/17 Deposit	\$ 0.01
EFT	7/25	PG&E	Tank Site	\$ 13.45
EFT	7/25	PG&E	Pumphouse	\$ 129.62
5405	7/31	United States Treasury	Payroll Taxes	\$ 210.08
EFT	7/31	EDD	Payroll Taxes	\$ 13.73
EFT	7/31	EDD	Payroll Taxes	\$ 48.06
Expenditures Total			\$ 9,772.50	

Ending Main Account Balance \$ 20,533.55
 Less Contingency Fund Balance \$ (4,500.00)
 Plus Undeposited Funds \$ 1,351.96
 Available Funds \$ 17,385.51

NON-ENTERPRISE ACCOUNT (Historical Church & Park)

Beginning Balance \$ 8,908.35

Deposits

Date	From:	For:	Amount
Deposits Total			\$ -

Expenditures

Ck #	Date	To:	For:	Amount
EFT	7/25	PG&E	Church	\$ 10.51
Expenditures Total			\$ 10.51	

Report Prepared by Edda Snyder

Verified against Bank Statement

Ending Non-enterprise Account Balance \$ 8,897.84

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Historical Church Balance	\$ 7,649.75
Park Balance	\$ 1,248.09