

## Regular Meeting of the Alleghany County Water District Board of Directors

Tuesday September 12, 2023. Location: by telephone conference and at the Alleghany Firehouse 105 Plaza Court.

**1. Call to Order & Establish a Quorum** The meeting was called to order by Director Nancy Finney at 6:13 P.M.

Directors present: Robbin DeWeese, Nancy Finney; and Brianne Price. Directors Absent: Tobyn Mehrmann and Coral Spencer. Secretary Amber Mehrmann was also absent due to illness. Also Present: Chief Water Operator Bruce Coons, General Manager Rae Bell Arbogast who took the minutes and Public: Vicky Tenney

### **2. Consent Calendar:**

Motion was made to approve the consent calendar by Robbin DeWeese and Brianne Price 2<sup>nd</sup>. **Ayes: Brianne Price, Robbin DeWeese and Nancy Finney Noes: none Absent: Tobyn Mehrmann and Coral Spencer Abstain: none**

### **3. Information/Discussion Items**

**a) Correspondence:** signed library lease sent to County

**b) SRF Project Update:** Still waiting for the agreement from the State.

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**c) Board/Staff Reports: CWO and GM Reports** Bruce Coons reported that the total finished water production for August was 302,810 gallons. It is high because of having to drain the tank for the inspection. Average raw water flow at the Ram Spring is 130 gpm. very good for this time of year. All routine water samples came back absent (good). Additional tests that have to be done next month are perchlorate and nitrate. The mixed radium sample will go to the lab in December. (A sample is taken each quarter, then they are all mixed into one sample).

It was explained that after the tank was refilled after the inspection by Coleman Engineering and Thomson tank, they decided that we need to take a second look. SO they requested that we drain the tank AGAIN! We told them that we need time to use the water. They are scheduled to come back on Sept. 26<sup>th</sup>. This is to make sure that everyone is on the same page about what does and does not need to be replaced in the tank. Thompson tank is saying that the side panels are OK to repair rather than replace, but they will replace the entire bottom of the tank and repair all bad spots.

G.M.: Nothing to report not already on agenda.

**d) Historical Church/Library Report:** Robbin reported that they have a Blood Pressure Cuff at the library if anyone wants to have their BP checked.

**e) Park Report:** Rae Bell commented that the Park needs to be weedwacked. She is looking into finding a person to do it. Bruce stated that the fountain still is not fixed. Needs to order a part for it and thinks that the installation of a pressure regulator at the park would help.

### **4. Unfinished Business**

**a) Customer Accounts/Billings/Disconnects:** Seven accounts are overdue. Staff will be reaching out to customers more aggressively this month.

**b) Policies & Procedures & Ordinances:** Rae Bell shared information on a webinar about internal accounting controls that she attended put on by the Calif. Rural Water Assoc. The current accounting policy was included in the packets for board review.

**c). Status of Insurance change :** Rae Bell reported that she contacted the worker's compensation carrier about cancelling mid-term if the district decides to switch carriers. They said that it would not be a problem and gave her instructions how to do that. She also explained that the other good thing about Golden State RMA (the other carrier being considered) is that they are tuned into the use of volunteers and the district will be able to pass a resolution to insure volunteers which would help with things like trying to get the weed eating done each year.

**d). Adopt CWO Job Description:** Bruce provided a list of items to be included in his monthly salary. Rae Bell will incorporate this into the other description in time for the October meeting.

## **5. New Business**

**a). Final budget adoption:** Tabled because the 10-day notice was not posted in time.

**b). Covid relief money for the library,** It was explained that there had been some confusion on the County-end about ACWD's intended use of the money. Rae Bell had spoken to Judy Belkhe and she confirmed that the ACWD board is responsible for making sure that the money is used for its intended purpose. It is clear that normal accounting procedures need to be used for spending this money and gift cards do not fall under that category. The librarian can have the bookkeeper make purchases for her or be reimbursed upon presentation of a receipt.

**c.) Quickbooks reimbursement.** It was explained that the software currently owned by the GM and used by ACWD at no charge will not longer be supported. The cheapest option will be an annual subscription that costs around \$589 per year. If this cost is split 5-way between all entities using the software then the cost per year will be about \$118 each. The GM is requesting that ACWD pay 1/5 of the cost. A motion was made by Robbin DeWeese to approve the reimbursement and Nancy Finney 2<sup>nd</sup>. **Ayes: Brianne Price, Robbin DeWeese and Nancy Finney Noes: 0 Absent: Tobyn Mehrmann and Coral Spencer Abstain: 0**

**6) Public Response Time:** Vicky Tenney commented that the pump house still had not been weekwhacked. It was explained that Distribution Operator Edward Snyder had cut it twice this summer. It will be looked at again. She also mentioned the Bucket Club property.

## **7) Next meeting date, items for next agenda and adjournment:**

Next meeting will be on October 10, 2023; at 6:00 P.M.

**Agenda items:** Adopt Final Budget

There being no further business the meeting was adjourned at 6:40 P.M.

Respectfully Submitted:

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Rae Bell Arbogast, Deputy Secretary