

NOTICE

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

Date: Tuesday April 9, 2019 Time: 5:45 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

2. 5:45 Closed Session – Labor compliance – expect to be done by 6 pm.

3. Consent Calendar

- a) Approval of the agenda
- b) Reading and approval of the minutes for the regular meeting dated March 12th.
- c) Ratification of Treasury Report and bill payments for March 2019.

4. **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 –
- c) Board Member or Special Committee Reports
- d) Staff Reports – Chief Water Operator (CWO) & General Manager (GM)
- e) Historical Church/Library Report -
- f) Park Report

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

- a) Customer Accounts/Billings/Disconnects. Six ten-day notices sent ALL paid.
- b) Ordinances, Policies & Procedures and Bylaws:
- c) Insurance renewal

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

- a) None

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

Next regular meeting, May 14, 2019 6:00 pm at the Alleghany Firehouse Next meeting agenda item:

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**Minutes of the Regular Meeting of the Alleghany County Water District Board of Directors
Tuesday March 12, 2019 Alleghany Firehouse, 105 Plaza Court Alleghany**

1. Call to Order & Establish a Quorum The meeting was called to order by President Mehrmann at 6:06 pm. Directors present: Robbin DeWeese, Nancy Finney, Coral Spencer, and Tobyn Mehrmann. Director Gus Tenney notified the President that he was sick and could not attend. Staff Present: CWO Bruce Coons and GM Rae Bell Arbogast who took the minutes because Secretary Amber Mehrmann was on maternity leave. ☺ 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 Spencer Nays:0 Absent: Tenney Abstain: 0 Motion Carried**

3. Public Response Time:

Vicky Tenney had a question about the closed session on the agenda: “was it for the same thing as the last closed session or was it something different? Tobyn verified that it was for the same topic: Labor Compliance and was a continuation of last month’s closed session. [It was placed under “new business” so that it would be at the end of the meeting, but actually it was “old business”]

4. Information/Discussion Items:

a) Correspondence: None

b) SRF Projects Update: There was a written update in the packet. Rae Bell explained that IF it looks like the Cumberland Spring will have to be pulled from the planning project due to a lack of funds, the district might consider applying for another planning grant. This grant would be called something like: emergency preparedness and could include redundancy, refurbishing the fire hydrants, getting the temporary tanks set up as “spares” in a more permanent fashion and working on the Cumberland spring or another secondary water source.

Coral had a question about redundancy: “Wasn’t it required by law to have a secondary source?” Bruce said he was pretty sure there is a code that states this, but he would have to check.

Bruce explained some of the problems that he is having with the new SCADA system.

c) Board Member or Special Committee Reports: None

d) Staff Reports: Rae Bell reported that there is a State Mandated Ethics and Sexual Harassment Prevention training scheduled for Sat. May 11th at the Pike Firehouse. This is a great opportunity to keep everybody’s renewal on the same schedule and attend a class with a really good attorney close to home.

Water Treatment Operator Report: WTO- Total finished water production for February: 421,510 gallons - high because the SCADA system isn’t telling the pumps when to kick off and the tank keeps overflowing, also there were some major leaks. Four customers had leaks due to the freezing weather. The meters were buried under about 5 to 6 feet of snow because of the berm and it took a lot of man hours to dig them out to check for leaks. Water test results for February: Absent, Average flow from the driven pipes 84 GPM.

e) Historical Church/Library Report: Another \$87 was donated from the museum for the fundraising concert held in Nov. Also, Robbin said that she got a new evacuation plan for the library.

f) Park Report: One of the February water leaks was at the park. Bruce is sure that he had turned the water off before the snow came, when he did the hydrant flush. Rae suggested that it be padlocked. It would be good to put a meter on that service for many reasons.

5. Unfinished Business

a) Customer Accounts/Billings/Disconnects: Due to extenuating circumstances with the weather, power outages and illness, NO ten-day notices were sent out in February but two should have been sent. They are being carried over to the end of this month.

b) Ordinances, Policies & Procedures and Bylaws: A motion to adopt the Record Retention Policy as provided in the meeting packets (with a few minor changes from the February draft) was made by Robbin DeWeese, Nancy Finney 2nd **Ayes: DeWeese, Mehrmann, Finney and Spencer Nays:0 Absent: Tenney Abstain: 0 Motion Carried.**

6. New Business

a) Insurance renewal Rae Bell reported that she got an email from the insurance company on March 6th with a few questions. She responded immediately and let them know that she was hoping to have a quote in time for the March board meeting. They did not deliver. She explained that Flood insurance is the only coverage that covers landslides. The value on the water tank was also increased based on actual construction costs. After further discussion the board made a motion to authorize Rae to renew the insurance as long as there is a no more than 20% increase (approx. \$600). If it is any higher than that a special meeting will be called. Motion to authorize the GM to renew the insurance as noted above made by Coral Spencer 2nd by Nancy Finney **Ayes: DeWeese, Mehrmann, Finney and Spencer Nays:0 Absent: Tenney Abstain: 0 Motion Carried.**

b) Closed Session: Opened at 6:51 pm Closed at 7:16 pm It was announced that the board voted to change the status of all water operation workers from independent contractors to employees effective April 1st

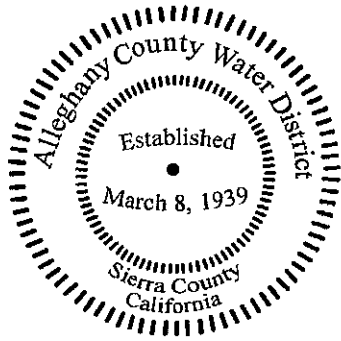
7. Next meeting Date, Items for next Agenda and Adjournment.

Next regular meeting scheduled for April 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: 7:18 p.m.

Minutes respectfully submitted,

Rae Bell Arbogast, Deputy Secretary



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Alleghany County Water District

Treasurer's Report

March 2019

MAIN ACCOUNT

Beginning Balance \$ 15,175.21

Deposits

Date	From:	For:	Amount
3/11	Customer	Water	\$ 1,393.40
3/15	Customer	Water	\$ 406.61
3/26	Customer	Water	\$ 898.00

Deposits Total \$ 2,698.01

Expenditures

Ck #	Date	To:	For:	Amount
5351	3/2	Aqua Sierra	SCADA Monthly Payment	\$ 1,000.00
5352	3/2	Basic Laboratory	Final Payment Title 22 Test Cumberland	\$ 1,002.00
5353	3/2	BioVir Laboratories	Water Test Payment - Cumberland MPA	\$ 345.00
5354	3/2	Boden, Klein & Sneesby	Audit - Partial Payment	\$ 500.00
5355	3/2	Bruce Coons	WTO February Bill	\$ 862.82
			Contract	\$ 250.00
			WTO Other Labor	\$ 480.00
			Mileage	\$ 132.82
5356	3/2	Cook-Brown LLP	Tank Project Legal - Partial Payment	\$ 200.00
5357	3/2	Cranmer Engineering	Water Tests	\$ 56.00
5358	3/2	HACH	Chemicals	\$ 207.29
1093	3/8	Amber Mehrmann	Secretary Bill February	\$ 45.00
5359	3/12	Ed Snyder	WDA February Bill	\$ 396.00
5360	3/12	Edda Snyder	Bookkeeper February Bill	\$ 100.00
EFT	3/29	PG&E	Pumphouse	\$ 305.99
5361	3/29	AT&T		\$ 19.32
5362	3/29	Boden, Klein & Sneesby	Audit - Final Payment	\$ 1,800.00
5363	3/29	CA Rural Water Asso.	Membership Dues	\$ 208.00

Expenditures Total \$ 7,047.42

Ending Main Account Balance \$ 10,825.80
 Less Contingency Fund Balance \$ (4,500.00)
 Plus Undeposited Funds \$ 1,124.53
 Available Funds \$ 7,450.33

NON-ENTERPRISE ACCOUNT (Historical Church & Park)

Beginning Balance \$ 8,976.20

Deposits

Date	From:	For:	Amount

Deposits Total \$ -


Expenditures

Ck #	Date	To:	For:	Amount
EFT	3/29	PG&E	Church	\$ 9.87

Expenditures Total \$ 9.87

Report Prepared by Edda Snyder
 Verified against Bank Statement

Ending Non-enterprise Account Balance \$ 8,966.33

x 
 Print Rae Bell Arbogast

Historical Church Balance	\$ 7,718.24
Park Balance	\$ 1,248.09