



5880 Oak Street, Anderson, CA 96007
Phone: (530) 357-2121 Fax: (530) 357-3723

Board of Directors: Terry Lincoln - Chair
Scott McVay, Vice Chair
Directors – Pam Beaver, Beverly Fickes, Logan Johnston

General Manager: Paul Kelley

REGULAR MEETING: July 17th, 2024, at 6:00PM: District Office Board Room

MINUTES

- 1. CALL TO ORDER** – Chair Lincoln – 6:01 pm
- 2. PLEDGE OF ALLEGIANCE** – Director Beaver
- 3. ROLL CALL** Chair Lincoln, Vice-Chair McVay, Directors: Beaver, Fickes, Johnston
GM – Paul Kelley, Admin Assistant – Amity Valdez
- 4. OPEN TIME/PUBLIC COMMENT:** Dennis Possehn – Report on Firewise, Happy Valley ridge east of Amber Ridge 100’ wide clearing, other grant with Happy Valley Community not received.
- 5. CONSENT AGENDA** (Action)
The following items are expected to be routine. Any interested party may comment or request an item be removed from the consent agenda for separate discussion/action.
 - a. Minutes from Meetings – Regular meeting 6/19/24, Special Meeting 4/3/24
 - b. Paid Bills: 6/14/24 – 7/11/24
 - c. Payroll: 6-6-24, 6-20-24
 - d. Activity P&L Report: June 2024*Discussion on cost of road repairs and the District not compacting prior to contractor paving
Director Johnston – have GM look at Vibrator plate and possibly Backhoe Roller Attachment
Motion to Approve Consent: Fickes, 2nd: McVay – Approved Vote: 5-0 - Unanimous.*
- 6. OLD BUSINESS/NEW BUSINESS** (Discussion/Action)
 - a. O.B. – USBR Account Reconciliation - (Discussion)
GM Kelley gave a brief report that nothing on the reconciliation has occurred, but the Bureau is working on a date for a “Shasta Dam” tour in September.
 - b. Ordinance 2024-10 – Workplace Violence Prevention Plan (Discussion/Action)
GM Kelley reviewed information in the Packet and the OSHA promulgated updated rules for a workplace violence prevention plan. The plan is to be in place by July of 2024. The District took the

ADA Related Disabilities:

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*JPIA template, modified for District information and use, and then sent it to Union for input from Union and Staff. There were some suggestions and modifications – included in this document.
D. Fickes – concern about phone number inconsistencies, cell phone may not need to be included.
(edit noted)*

Motion to approve Ordinance 2024-10 with corrections – Director McVay, 2nd Director Fickes: Vote 5-0 (Unanimous)

c. Drought and Water Shortage 2010 Plan Update – (Discussion)

GM Kelley reviewed the documents in the packet. The current plan is from 2010 and needs to be updated. There have been state law changes (in 2021) that call for updated plans and the State has provided templates for Water Districts with less than 3000 connections. Since 2010 – the USBR has updated and adopted their “USBR – Shortage Policy” impacting CVP water contractors in 2017. This document has the calculations for “historic M&I” etc.

The District volunteer took the state template and started editing for District specific items – it’s a first draft and work in progress. This is also the first time the USBR shortage policy has been on the public agenda for all to review, as well as the Board as the District commences the updated Drought plan.

GM Kelley is recommending that the board provide comments and input, and then send to the Planning and Steering Committee to have a public comment and input meeting, edit the document, and have another public comment opportunity with a plan to adopt an updated plan in late fall.

Director McVay asked questions about the USBR policy

Director Fickes asked about the particulars and edits in the Draft Plan

Chair Lincoln commented that the Board would provide direction to GM as recommended.

d. Backwash Ponds Project – PACE Engineering Amendment #2 – (Discussion/Action)

GM Kelley reviewed the packet memo for this item and mentioned that the updated amount for PACE services is within the grant approved document (attached). And recommended approval.

Motion to approve – Beaver, 2nd: McVay – Vote: 5-0 (unanimous)

7. GENERAL MANAGERS REPORT

GM Kelley reviewed items in the report.

The Staff turnover includes a new Distribution Supervisor, New Administrative Assistant, and recruiting for Account Clerk.

Mentioned Audit for FY22 – just arrived and finally done.

Reminded all that Rio Alto is hosting a Bi-Annual Ethics training August 13th. (RSVP)

Do not forget that there is a Board of Directors election – File due August 9th.

Reported that the District finally got the Numbers on the “Unfunded Actuarial Pension Liability” – Three of them.

Once for Classic, One for Pepra, One for Past Classic/Current Retirees – it’s over \$175K... more than the budgeted 100K –

Also – found out the ARPA funded Meter Register/Transponder project had not included “sales” tax – this is another under budgeted item to be reviewed in October ...

Reported on an early conversation with Centerville and updating the agreement, and possibly a Board Subcommittee with members of the Centerville board.

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8. OPERATIONS REPORT

In addition to the written report – the Meter reading with new staff and untrained interaction with CUSI is causing delays in customer statements and much of the other activities.

Distribution Supervisor Morgan Rau is getting up to speed and working on training new operators, equipment reviews and much more.

It was hot – the Treatment plant produced 600Af of SW!

9. STANDING COMMITTEE REPORT –

- a. Agriculture – next meeting September 4, last meeting with Olive Growers went well. Volunteers are helping with the Happy Valley Farmers market – 2nd and 4th Saturday mornings.
- b. Finance – Next meeting in mid-August
- c. Planning/Steering – Next meeting in August with Drought Plan and framework for capital improvement plan.

10. BOARD MEMBER ITEMS

Dir Fickes: Pointed out that the Farmers Market Flyer cost \$426 when the board approved \$80, EAGSA News – GSA email. Asked if Staff were starting at 7am – GM Kelley reported not yet, not enough staff to do that, and though allowed, it's being held for later. There have been a few leaks that did have early (7am start).

Dir Fickes asked why District paid for a “retest” for a Certificate when MOU says only once? GM Kelley – Using MOU section on continuing education and in this case, approved reimbursement for “retest” cost.

Dir Fickes – Likes the link on our website to the HV Community videos (YouTube)

Dir Mcvay mentioned the Farmers market and the Olive meeting and EAGSA grant processing.

11. CLOSED SESSION ANNOUNCEMENT: - None

12. ADJOURN THE MEETING – Chair Lincoln at 8:20pm

Approved: 08/21/24 Meeting



Signed:

Secretary of the Board
General Manager: Paul Kelley

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