

**Regular Meeting of the Alleghany County Water District Board of Directors
AND Public Hearing for final budget adoption**

Date: Tuesday September 13, 2022

Location: Alleghany Fire Station 1 ~105 Plaza Court & by conference call.

1. Call to Order & Establish a Quorum The meeting was called to order by Vice President Coral Spencer at 6:14 pm. Directors present: Coral Spencer, Robbin DeWeese and Nancy Finney. Director Tobyn Mehrmann was absent, as was Secretary Amber Mehrmann. Also present: CWO Bruce Coons, WDO Edward Snyder and GM Rae Bell Arbogast, who took the minutes. Public present: Vicky Tenney.

2. Approve Consent Calendar:

A motion was made to approve the Consent Calendar with two corrections to the agenda (August meeting date was listed as the 8th but should show the 9th & next mtng. 11th not 10th). **Motion made by Nancy Finney 2nd by Robbin DeWeese Ayes: Nancy Finney, Robbin DeWeese and Coral Spencer Noes: 0 Absent: Tobyn Mehrmann Abstain: 0 Vacant 1**

3. Information Discussion Items:

- a) *Correspondence:* Provided in writing on GM report attached to these minutes.
- b) *SRF Projects Update:* In addition to the report provided in writing, Rae Bell reported that the engineer selection committee had met earlier that day. All committee members were impressed with the proposal provided by Coleman Engineering and the decision was made to move forward with the procedures as outlined in ACWD Policy # 601, since it seems unlikely that another proposal would be received even if another RFP were to be issued. The committee worked out a list of questions to ask the references provided by Coleman Engineering. Rae Bell was selected to contact all references, as-well-as, some additional contacts by using the “job experience” list in the proposal. Her goal was to have that done by the 15th and the committee would meet again after that.
- c) *Board/Staff Reports: Water Distribution Operator* Edward Snyder provided the Water Operators Report, as Bruce Coons is still officially on sick leave.
 - Edward reported that the most recent set of water samples came back good.
 - Finished water production for August was 234,210 gallons.
 - Average spring flow was 49 GPM.
 - As reported last month, a representative from the Calif. Rural Water Assoc. came to Alleghany to provide free leak detection services on August 31st. It was limited to two 1,000 foot sections and both sections selected did not have any leaks. (Sections tested: 1. From Hydrant at Pumphouse to Hydrant near 118 Main St. 2. From Hydrant across from 516 Miners Street to the Hydrant at 509 Miners Street.)
 - A hydrant flush is planned for the 18th. There has been some complaint about a bad taste in the water. Hopefully a flush will help.
 - Thompson tank came on the 8th as reported in the written GM’s report.
 - Edward reported that he will be cycling the smaller back-up tanks soon to keep the water fresh and the chlorine levels up.
 - Rae Bell asked about a recent problem with the Chlorine pump and Edward reported that he ordered parts from Grainger to fix it, but the spare is currently working.

GM Report In addition to the report provided in writing, Rae Bell reported that she has been following up on the Low Income Household Assistance Program promised by the State. ACWD has invested a considerable amount of time in applying, only to be told

that there is no Local Service Provider for Sierra County. She has been assured that they will work it out and was relieved to learn that the money is allocated by county, so the fact that it is “first-come, first-serve” should not impact ACWD’s customers.

- d) *Historical Church/Library Report:* It was noted that a separate fund for the Library now shows up on the Treasurer’s report per the Policy changes adopted the previous month. Robbin reported that she got some new books and a water dispenser for the library. There is a problem with two of the lights. Bruce is going to check the circuit box.
- e) *Park report:* No report.

4. Unfinished Business:

- a) *Customer Accounts/Billings/Disconnects:* Seven 10-day notices were issued in August. Three are still outstanding.
- b) *Ordinances, Policies & Procedures and Bylaws:* A motion was made to add the following definition of an emergency to Policies 100 and 102: “An emergency is defined as any unexpected situation that either interrupts or threatens to interfere with ACWD’s ability to provide water if not addressed immediately.” **Motion made by Nancy Finney 2nd by Robbin DeWeese Ayes: Nancy Finney, Robbin DeWeese and Coral Spencer Noes: 0 Absent: Tobyn Mehrmann Abstain: 0 Vacant 1**
- c) *Status of vacancy on the board:* Paperwork for November election filed by incumbents, but nobody has filed for the vacancy.

5. New Business:

- a) *Audit engagement letter:* **Motion made to approve the audit engagement letter for fiscal year 22/23. Projected cost \$3,100. Motion made by Nancy Finney 2nd by Robbin DeWeese Ayes: Nancy Finney, Robbin DeWeese and Coral Spencer Noes: 0 Absent: Tobyn Mehrmann Abstain: 0 Vacant 1**
- b) *Review Fiscal-year 21-22 unaudited results:* It was noted that no money was available to move into reserve funds, but hopefully the new reserve fund savings account can be opened in October without incurring any monthly bank fees on the checking account. It was also noted that income for the year came in at 106% of budgeted amount, so very close with nothing unexpected on the expense side. There were no questions.
- c) *Final Budget Adoption & Public Hearing:* The public hearing was opened at 6:53 pm. The GM explained the differences between the Preliminary Budget adopted in June and the proposed Final Budget with only a few minor changes. There were no comments from the public. Hearing closed at 6: 56 pm. The board had no questions. **A motion was made to approve the final budget as presented. Motion made by Robbin DeWeese 2nd by Nancy Finney Ayes: Nancy Finney, Robbin DeWeese and Coral Spencer Noes: 0 Absent: Tobyn Mehrmann Abstain: 0 Vacant 1**

6. Public Response: None

Next meeting will take place October 11, 2022 at 6pm at Station 1 in Alleghany.

Oct. Agenda items: Engineer selection, resolution to open reserve fund savings account.

7. Adjourn: There being no further business before the Board, the meeting was adjourned at: 6:57 pm.

Respectfully submitted by:

Rae Bell Arbogast, Deputy Secretary