

**Minutes of the Regular Meeting of the Alleghany County Water District Board of Directors
Tuesday November 13, 2018 Alleghany Firehouse, 105 Plaza Court Alleghany**

1. Call to Order & Establish a Quorum The meeting was called to order by President Mehrmann at 6:01 pm. Directors present: Tobyn Mehrmann, Nancy Finney, Coral Spencer, Gus Tenney and Robbin DeWeese Secretary Amber Mehrmann was present and took minutes. Staff Present GM Rae Bell Arbogast and WTO Bruce Coons. Public Present: Vicky Tenney and Wayne Babros

2. Consent Calendar:

a.) Motion made to approve consent calendar with one correction made to the minutes. Robbin DeWeese made the motion and Coral Spencer 2nd Ayes: **Mehrmann, Tenney, Finney, Spencer and DeWeese** Nays:0 Absent: 0 Abstain: 0

3. Public Response Time:

None

4. Information/Discussion Items:

a) Correspondence:

Incoming: Certified letter from a supplier for the tank job (same as the ones received last month) saying that they must be served with a "Notice of Completion" within 10 days of it being issued and that they have the power to place a lien on ACWD's property if they are not paid. Notice of required Disadvantaged Community Certification due by Oct 30th (to keep reduced annual Drinking Water Division fee). Letter from State Controller regarding new thresholds for the Uniform Public Construction Cost Accounting Act

Outgoing: Signed agreement amendment for tank project to add purchase of replacement meter for pumphouse, Easement documents and promissory note for electric line easement sent to Gerard Forsman, Disadvantage Community Certification sent to the State Division of Drinking Water in order to keep our annual fee at \$100 (it used to be closer to \$400)

b) SRF Projects Update: Written report included in meeting packets. The new tank construction is done and it is connected to the temporary tanks. It will take a week to get completely switched over to new tank.

- There was some water found in a trench that had some traces of chlorine in it. Bruce Coons felt that there was water that was backed up and spilled out and it is not a leak.

Power line to the tank: Bruce, Edward and Chris did some work clearing the easement.

- The big tank was ready to be filled on 11/14/18 and could be filled in approximately 2 days. The money from the state had not come through yet. Recent bacteria test for Cumberland: coliform was positive; ECOLI was absent.

c) Board Member or Special Committee Reports: None

d) Staff Reports: *Water Treatment Operator Report:* WTO- Total finished water production: 252,790 The average raw water flow at Ram Springs: 52 gallons a minute. The Cumberland is flowing at about 13.8 gallons a minute. - Bruce Coons also replaced a valve on the hydrant on Mammoth Springs Road and it is no longer leaking.

Inspection The Engineer who is filling in for Stephen Rooklidge (Division of Drinking Water) came and did an inspection on Oct. 25th. He looked at the Cumberland Spring, the tank site and the Ram Spring. The inspection is simpler now that our water has been classified as Ground Water.

e) Historical Church/Library Report: The Plumas County Library website has an article about the historical church library in Alleghany.

f) Park Report: The fountain will be stored through the winter and put in, in the spring.

5. Unfinished Business

a) Customer Accounts/Billings/Disconnects: One ten-day notice was sent and was paid.

b) Ordinances, Policies & Procedures and Bylaws: Nancy Finney wrote a mission statement for the board: 'The mission of the ACWD is to provide safe, reliable and affordable water service to all Alleghany County Water District customers.'

- A discussion was had and it was agreed that this statement fit what the ACWD is all about.

Coral Spencer made a motion to adopt the mission statement as presented, Gus Tenney 2nd the motion Ayes: Mehrmann, Tenney, Finney, Spencer, and DeWeese Nays:0 Absent: 0 Abstain: 0

c) Labor Compliance Consultant to be paid by State Revolving Fund: Rae Bell Arbogast found out that we can only get consultation from an attorney for some of our questions per State Law. Rae was only able to find one consultant near the area that would fit the needs of our district. Her name is Terry Wills and she is with Cook/Brown LLP of Sacramento. Her fee is \$300 per hour. A discussion was had on the topic of hiring her and it was decided her services would benefit the board. **Coral Spencer made a motion to hire Cook/Brown , Gus Tenney 2nd the motion Ayes: Mehrmann, Tenney, Finney, Spencer and DeWeese Nays: 0 Absent: 0 Abstain: 0**

6. New Business

a) The Audit was handed out to be reviewed. The Audit gets submitted to the state controller's office once it has been accepted by the board. Nancy Finney made the motion to accept the audit Robbin DeWeese 2nd the motion Ayes: Mehrmann, Tenney, Finney, Spencer, and DeWeese Nays:0 Absent: 0 Abstain: 0

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

Discussion on temporary water tanks are to be placed on next agenda. Next regular meeting scheduled for December 11, 2018 at 6:00 P.M. at the Alleghany Fire House.

There being no further business before the Board, the meeting was adjourned at: 7:19 p.m.

Minutes respectfully submitted,



Amber Mehrmann, Secretary
Amber Mehrmann Secretary

Alleghany County Water District

P.O. Box 860, Alleghany, CA 95910 ~ alleghanywater@gmail.com ~ Phone 530-287-3204

~ Established March 8, 1939 ~

CERTIFICATE OF POSTING

I, Amber Merhmann certify that the following document was posted on behalf of Alleghany County Water District, Sierra County California:

Agenda and meeting packet Regular Meeting, Meeting Date 11/13/18

In the following location(s):

Alleghany Post Office Bulletin Board (packets put in box for the public) and On the door of the Alleghany Firehouse (meeting location)
Emailed to email list as well *and posted on website*

On 11/9/18 (date)

A copy of which is attached hereto and by reference made a part herof.

Signed under penalty of perjury: X


Amber Mehrmann

NOTICE

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

Date: Tuesday November 13, 2018 Time: 6:00 pm

Location: Alleghany Firehouse 105 Plaza Ct. Alleghany

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 or by calling 530-287-3204 or email: alleghanywater@gmail.com

1. Call to Order & Establish a Quorum

2. Consent Calendar

- a) Approval of the agenda
- b) Reading and approval of the minutes for the regular meeting dated October 9, 2018.
- c) Ratification of Treasury Report and bill payments for October 2018

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 –
- c) Board Member or Special Committee Reports -
- d) Staff Reports – Water Treatment Operator (WTO) & General Manager (GM)
- e) Historical Church/Library Report –
- f) Park Report

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

- a) Customer Accounts/Billings/Disconnects. One ten-day notice sent on Oct 15th and it was paid.
- b) Ordinances, Policies & Procedures and Bylaws: Draft Mission Statement
- c) Consideration of hiring a Labor Compliance Consultant (to be paid by SRF project funds)

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

- a) Acceptance of Audit for FY 17/18 (should be done by the meeting date)

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

Next regular meeting, December 11, 2018 6:00 pm at the Alleghany Firehouse

State Revolving Fund (SRF) Projects Update:
For ACWD BOD Meeting Date: 11/13/18 Prepared by Rae Bell

1. PLANNING PROJECT (Water Source Analysis):

Ram Spring We almost forgot that we were supposed to do a second dry season Microscopic Particulate Analysis (MPA) at the Ram Spring. We got it submitted at the end of October and the results arrived on Nov. 5th Everything came up absent (GOOD).

Cumberland Spring On Oct. 25th the State Inspector took a look at the sample collection set-up. He agreed that there is no point in doing a wet season MPA because the pipe is only 20 feet long, and does not extend beyond the area of the slide. Rain water will filter into it no matter what. The title 22 sample was shipped to the lab on Oct. 29th I contacted the company that did the driven pipes at the Ram Spring to see if they think drilling might work for capturing the water underground. The State inspector is looking into options as well.

2. WATER TANK REPLACEMENT PROJECT UPDATE:

Sign The required 4' x 8' sign for this project was hung on the fence at the pumphouse on October 10th. I convinced the State that this location makes more sense than the tank site where nobody will see it.

Electrical Service at tank The easement documents were sent to Gerard in early Oct. and received back on the 24th. We had one surprise regarding this portion of the project. (communication with PG&E was difficult because we have had three different project managers at their end now) We had been under the impression that PG&E was installing all of the poles, but came to find out that we are responsible for the pole at the tank site. The pole at the tank site was added to the scope of services for ABT Plumbing and Electric.

Components of tank construction project (some of these tasks will happen simultaneously):

1. Site preparation **DONE**
2. Manufacture of tank (offsite) **It arrived in Alleghany on Oct. 2nd.**
3. Placement and hook-up of temporary tanks **DONE**
4. Dismantle and haul away old tank **DONE**
5. Electrical power installation (PG&E) **Scheduled for Nov. 27th**
6. Tank Pad preparation **DONE**
7. Construct new tank on new pad **Should be completed by the Nov 13th meeting date with leak testing taking place.**
8. Install SCADA system
9. Install fencing around new tank
10. Remove temporary tanks **We were looking into purchasing at least one to have on-hand as a spare tank but the State won't pay for it. Possibly we can swing it ourselves....still looking into it.**
Expected completion date: End of December. (Power & SCADA & Fence)

Disclaimer "Funding for these projects has been provided in full or in part through an agreement with the State Water Resources Control Board. The contents of this document do not necessarily reflect the views and policies of the foregoing, nor does mention of trade names or commercial products constitute endorsement or recommendation for use."

Treasurer's Report

Alleghany County Water District

MAIN ACCOUNT **Beginning Balance \$ 6,299.32**

Deposits

Date	From:	For:	Amount
10/3	Customers	Water	\$ 245.00
10/16	Customers	Water	\$ 634.00
10/31	Customers	Water	\$ 691.00
10/31	Customers	Water	\$ 400.00

Deposits Total \$ 1,970.00

Expenditures

Ck #	Date	To:	For:	Amount
5297	10/02	B&C	Supplies & Maintenance	\$ 157.30
5298	10/2	Brown's Gas	Tank rental expense	\$ 72.00
5299	10/2	Bruce Coons	WTO Bill September	\$ 1,016.44
			Contract	\$ 250.00
			Labor (New Service + Leak)	\$ 400.00
			Mileage	\$ 79.57
			Planning Project reimburse	\$ 286.87
1073	10/8	Amber Mehrmann	Secretary Bill September	\$ 60.00
1074	10/8	SC Planning & Building Dept.	Permit for electric service	\$ 155.00
1075	10/10	GV Blueprint	Project sign	\$ 311.04
EFT	10/19	PG&E	Pumphouse	\$ 109.43
1076	10/26	Bruce Coons	Mileage	\$ 43.60
5300	10/26	AT&T		\$ 58.34
5301	10/26	VOID		
5302	10/26	Cranmer Engineering	Water Tests	\$ 86.00
5303	10/26	Ed Snyder	WDA September Bill (Projects + New Service)	\$ 462.00
5304	10/26	Edda Snyder	Bookkeeper September Bill	\$ 100.00
1077	10/31	Bruce Coons	Mileage	\$ 43.60

Expenditures Total \$ 2,674.75

Ending Main Account Balance \$ 5,594.57
Less Contingency Fund Balance \$ (4,500.00)
Plus Undeposited Funds \$ 20.00
Available Funds \$ 1,114.57

NON-ENTERPRISE ACCOUNT (Historical Church & Park) **Beginning Balance \$ 8,944.67**

Deposits

Date	From:	For:	Amount
			Deposits Total \$ -

Expenditures

Ck #	Date	To:	For:	Amount
EFT	10/19	PG&E	Church	\$ 9.54
4037	10/29	Solon Fire Control	Church fire extinguisher re-cert	\$ 15.00
			Expenditures Total \$ 24.54	

Ending Non-enterprise Account Balance \$ 8,920.13

Historical Church Balance \$	7,672.04
Park Balance \$	1,248.09