

**Regular Meeting of the Alleghany County Water District Board of Directors
Tuesday June 8, 2021 Meeting was over the phone**

1. Call to Order & Establish a Quorum The meeting was called to order by President Mehrmann at 6:03 pm. Directors present: Tobyn Mehrmann, Nancy Finney, Robbin DeWeese, and Coral Spencer . CWO Bruce Coons; GM Rae Bell, and Secretary Amber Mehrmann was present and took minutes. Public present: Vicky Tenney

2. Consent Calendar:

a.) A motion to approve the consent calendar was made with corrections to the minutes by Nancy Finney and Robbin DeWeese^{2nd} **Ayes: Tobyn Mehrmann, Nancy Finney, Coral Spencer and Robbin DeWeese Nays: 0 Absent:0 Abstain: 0**

3. Information/Discussion Items

a) **Correspondence:** None

b) **SRF Projects Update:** There has not been any changes.

c) **Board/Staff Reports: *CWO and GM Report:***

CWO: Bruce reported that the total finished water produced was 226,070 gallons in May and the average raw water flow Gallons per Minute are 69.75 gallons.

The samples came back good.

PG&E contacted us to let us know about the power outages coming up.

G.M.: Rae finished the Electronic Annual Report. It was quite an extensive process.

d) **Historical Church/Library Report:** The ZIP book funds are still out. The library could use some shelves if anyone has any they would like to donate.

e) **Park Report:** Bruce said he will need help from Ned to get the flag up at the park.

4. Unfinished Business

a) **Customer Accounts/Billings/Disconnects:** There was one ten day notice.

b) **Draft Job Descriptions:** The descriptions still need to be finalized.

c) **The vacancy for the Board has still not been filled.**

5. New Business

- a.) Need to e-mail completed PDF of harassment and ethics training to the G.M.
- b) The motion was made to adopt the preliminary budget by Robbin Deweese and Nancy Finney
2nd Ayes: **Tobyn Mehrmann, Nancy Finney, Coral Spencer and Robbin DeWeese** Nays: **0**
Absent: **0** Abstain: **0**

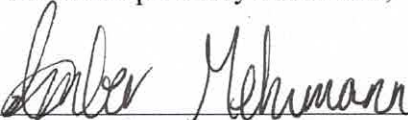
6. Public Response Time: None

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

Next meeting will take place July 13, 2021 at 6:00 P.M. by phone
A discussion of a preliminary budget will be had.
There is still a Board Vacancy open to anyone who is registered to vote.

There being no further business before the Board, the meeting was adjourned at: 6:31 P.M.

Minutes respectfully submitted,



Amber Mehrmann, Secretary



NOTICE

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

Date: Tuesday June 8th, 2021 Time: 6:00 pm

PHONE CONFERENCE

Dial-in number (US): (978) 990-5144

Access code: 6919768#

All meeting documents available online: 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. Consent Calendar
 - a) Approval of the agenda
 - b) Reading and approval of the minutes for the regular meeting dated May 11, 2021
 - c) Ratification of Treasury Report and bill payments for the month of May 2021.
3. Information/Discussion Items:
 - a) Correspondence – None
 - b) SRF Projects Update – Stayed the same
 - c) Board/Staff Reports – Chief Water Operator (CWO) & General Manager (GM)
 - d) Historical Church/Library report –
 - e) Park Report
4. Unfinished Business (Discussion & Possible Action Items):
 - a) Customer Accounts/Billings/Disconnects: Four ten-day notices issued in May, four escalated to a 48-hour notice. All got paid.
 - b) Ordinances, Policies & Procedures and Bylaws: Job descriptions need to be finalized.
 - c) Status of vacancy on the board
5. New Business (Discussion & Possible Action Items):
 - a) Reminder to all board members: Ethics and harassment prevention training due in May. Rae Bell emailed links to everyone.
 - b.) Adopt the budget
6. 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. Per the district's bylaws, complaints about board members or district staff are to be submitted in writing (not to be aired at meetings).
7. Next meeting date, July 13th. Location TBD.

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Allegheny County Water District

Treasurer's Report

May 2021

MAIN ACCOUNT

Beginning Balance \$ 12,994.87

Deposits

Date	From:	For:	Amount
5/3	Customers	Water	\$ 2,514.76
5/7	Non-Enterprise	Historical Church Insurance	\$ 490.00
5/7	Non-Enterprise	reimburse flag for park	\$ 35.90
5/11	Customers	Water	\$ 590.00

Deposits Total \$ 3,630.66

Expenditures

Ck #	Date	To:	For:	Amount
EFT	5/4	Tri-Counties Credit Card	Late Fees + Interest Expense	\$ 52.99
1122	5/7	Amber Merhmann	March + April Meetings	\$ 60.00
EFT	5/19	PG&E	Pumphouse	\$ 128.17
5628	5/27	AT&T		\$ 44.45
5629	5/27	B&C	Supplies and Maintenance	\$ 54.18
5630	5/27	VOID		
5631	5/27	HACH	Chemicals	\$ 233.10

Expenditures Total \$ 572.89

RESERVE FUND WATER OPERATION	
Contingency Fund	\$ 15,000.00
Equip. Maint. Fund	\$ 500.00
TOTAL	\$ 15,500.00

Ending Main Account Balance \$ 16,052.64

Less Reserve Fund \$ (15,500.00)

Plus Undeposited Funds \$ 2,281.74

Available Funds \$ 2,834.38

NON-ENTERPRISE ACCOUNT (Historical Church & Park)

Beginning Balance \$ 7,729.89

Deposits

Date	From:	For:	Amount

Deposits Total \$ -

Expenditures

Ck #	Date	To:	For:	Amount
EFT	5/7	Main Checking	Historical Church Insurance	\$ 490.00
EFT	5/7	Main Checking	reimburse flag for park	\$ 35.90

Expenditures Total \$ 525.90

Report Prepared by Edda Snyder

Verified against Bank Statement

Ending Non-enterprise Account Balance \$ 7,203.99

x _____
Print

Historical Church Balance	\$ 4,974.63
Park Balance	\$ 2,229.36
Balance	\$ 7,203.99