

Regular Meeting Called to Order by President Rae Bell at 5:40 p.m.

1. Roll Call: All Board Members Present: Rae Bell, Sherrie Allen, Robbin Dewese, Madeleine Hamb and Larry Vieira. Also Present: Water Treatment Operator Bruce Coons and Water Distribution Assistant Eddie Snyder. Public Present: Ernest and Nancy Finney and Joshua Gwiazda. Sherrie Allen took the minutes.
2. Rate analysis presentation was not given. Dan DeMoss of Cal Rural Water was unavailable.
3. Consent Item: Reading and Approval of Minutes:  
Regular Meeting held on June 9<sup>th</sup> Minutes were unavailable. Tabled for next meeting.  
Special Meeting held on June 23<sup>rd</sup> Minutes were read by President Rae Bell and approved as read.
4. Correspondence:
  - (a) President Rae Bell read her letter to County Supervisor Lee Adams requesting County approval for assistance with deepening the pond at the Cumberland Spring. Subsequently, County Employees are authorized to spend a few hours to do this.
  - (b) Sierra County Board of Supervisors Notice of impending Transfer Waste Fee increase.
5. Reports:
  - (a) Water Test Results: Not in yet
  - (b) Treasury Report: Bank Statement Unavailable until next week. Tabled for next meeting.
  - (c) President's Report:
    1. Meter Readings reflect that Water usage for June 2015 is down by 44% from June 2013. The town gets a "gold star".
    2. Still working on Budget for Grant Applications. We need 2 more financial estimates and quotes for opening Cumberland, water samples must be taken to establish second water source. After all Budget information is submitted, it could take a few months for grant application review and funding to be granted.
    3. To Apply for State Drought Emergency Grant we need to submit Dollar Figures for 5,000 gallon holding tanks. President asked for Board member's assistance with pricing tanks.

(d) Water Treatment Operator Report: Bruce Coons

1. Current water flow at Ram Spring is 26.3 gallons per minute. Status: very clean. Extensive rehab work has yielded less than anticipated increase in flow. Number 6 spring is bone dry.
2. Meter boxes are in need of maintenance. Extra help will be needed.
3. Bruce advised that bi-annual Hydrant flushing be reduced to once a year after fall begins due to drought conditions.
4. June 25<sup>th</sup>, Bruce and Eddy Snyder attended Water Treatment Operators Workshop in Sacramento.
5. His certification Renewal fee for WTO license will be \$70.

(e) Library Report:

1. Income from book sale \$48.00 + \$100.00 donation.
2. Still trying to book Music for Concert fundraiser before a date can be set.
3. Madeline donating labor making cushions for Library Pews.
4. Possible Action Item (accept bid): Mike Miller / Morning Glory Mines offered to pay Labor @ \$30.00 per hour for improvements on Library this fall. The water board is to provide all of the materials. Brief discussion before item was tabled for next meeting.

(f) Park Report:

1. Plant Sale yielded \$57.00. Still more plants for Sale.
2. Volunteers requested to help weed the flowerbeds at the park.

6. Public Response Time:

Public Concerns:

- (a) Objection to having the Old School Gym owned by the Sixteen to One Mine as an alternative meeting place. After discussion public was amenable to large meetings being held at the County Yard Facility or else pulling out a fire truck and having it in the Bay.
- (b) Objection to \$300.00 re-connection fee which was established in 1986. Request for fee to be waived was not entertained by the Board. The Financial status of the Board was discussed and financial statements were requested by the objecting party.
- (c) Objection to Flat rate usage allowance being reduced from 12,000 gallons to 6,000 gallons for same amount billed monthly. Flat rate versus actual water per gallon billing was discussed. Public was informed that our Rate structure is antiquated and that we are undergoing a rate assessment by the California Rural Water Association. The Board will review and adjust our rates when assessment is completed.
- (d) Concerns about Library hours and public access.

7. Unfinished Business (Discussion and Possible Action Items)

(b) Policies and Procedures: (Action Item)

Policy 2: Outside Labor and Procedure 2.1: (WTO) Authorization to hire help. Madeline made a motion to adopt amended Policies and Procedure before the Board, Larry second the motion and motion was carried. Rates and positions were previously approved by the board; policy formalizes how WTO is to acquire additional labor when needed.

(c) By-Laws: Tabled for future Meeting

(d) Banking Institution: Possible Bank Change (action Item) Tabled for future Meeting.

8. New Business (Discussion and Possible action Items):

(a) Robbin made a motion to recess the public and resume Board meeting in closed session, Madeleine second, motion passed.

Pubic was invited to return after the closed session.

At 6:40 p.m. A Closed Session Called to order:

1. Secretary Donna Hauck's resignation was formerly accepted by the Board.
2. FYI: Rae to take training on Customer Billing Program and do the billing on a voluntary basis until the job can be posted. Experience will help define Job Duties and Description for job posting.
3. Madeline made a motion to end Closed Session, Larry second the motion and closed session adjourned at 6:54 p.m.

Regular Board Meeting resumed at 6:55 p.m.

(b) Larry made a motion to Post Secretary/Clerk of the Board Job Position, Madeleine second, passed.

(c) Posting for potential Bookkeepers: Tabled for future Meeting.

9. Consent Item: Allowance of Claims: None before the Board.

10. Next Meeting: Tuesday August 11th, at 5:30 p.m. at the Firehouse.

Meeting Adjourned at 7:00p.m.

Humbly submitted by Sherrie Allen

X Sherrie L. Allen approved Aug 11-2015

# Morning Glory Gold Mines

P.O. Box 969, Alleghany, CA 95910 ~ 530-287-3223

June 30, 2015

Re: Library re-wiring and shingle project

Due to the desire of ACWD to accomplish this job with the least amount of expense, Morning Glory Gold Mines (MGGM) is willing to furnish labor under State of Calif. Contractor ID 423886 and State Fund Worker's comp policy ID 9061271-14 at a rate of \$30 per hour to accomplish the desired work. The labor will be billed on a monthly basis once work begins.

ACWD will be responsible for paying for all materials on either an up-front (purchased by ACWD) or reimbursement basis (purchased by MGGM).

I do not anticipate being able to start this job until fall of this year. Also, for full disclosure I should indicate that one of my workers is David Arbogast who is married to Rae Bell Arbogast President of your board.

Sincerely,



Michael M. Miller  
Owner

R.A.

## **Alleghany County Water District (ACWD) Policies & Procedures**

### **Definitions:**

WTO = Water Treatment Operator

WDA = Water Distribution Assistant

### **BACKGROUND**

Whereas the following add was posted on the bulletin board of the Alleghany Post Office on the dates indicated:

**Help Wanted:** Water distribution assistant, on call position. For details talk to Bruce Coons. Pay to be determined. Posted 9/11/14  
Closing date 10/14/14

At the next regular meeting of the board of directors it was noted that two parties showed an interest. At that time the board designated a Water distribution assistant (WDA1) in training and the other applicant was designated to assist with any other needed outside labor (WDA2). The approved rate of pay is \$12.00 per hour with the WDA1 authorized to be paid for up to 10 hours of training per month until such time as he is deemed competent by the WTO to do the routine maintenance at the treatment plant.

### **Policy #2 Outside Labor**

Job openings shall be posted for a minimum of 30 days on the bulletin board at the post office and wherever else the Board deems appropriate.

### **Procedure 2.1 Water Treatment Operator (WTO) authorization to hire help**

The WTO is authorized by this policy to hire help as needed for routine items and emergency situations at the rate approved by the board. Routine jobs are approved as part of the annual budget process. Any extra work or non-routine jobs need to be cleared with the President to verify available funds and are to be presented to the Board at the next regular meeting for approval.

At such times as the WTO needs assistance he is to first offer the work to the WDA1, if WDA1 is not available then the WTO should ask WDA2. If neither one is available he may ask the public at large.

See attached rate sheet.

## ACWD Water Distribution System

### Maintenance, Repair and Labor Rates

#### Water Treatment Operator Fees

(for work outside of treatment plant maintenance)

- Meter Inspection and Trouble Shooting No Charge
- Meter Replacement \$20.00
- Meter Minor Leaks & Gasket Repair \$10.00
- Meter Repair – in ground \$50.00
- Meter Box replacement \$50.00
- Water Reconnection \$30.00
- Excavation & Repair to Water Meter supply (distribution main to supply valve saddle). First 4 hours of labor \$50.00 additional labor \$12.00 per hour.

#### Labor rates

Outside labor shall be paid at a rate of \$12.00 per hour as independent contractors.

(digging, snow removal, treatment plant routine maintenance)

Weed eating with own weed eater	\$15.00 per hour
Meter Reading Flat Rate	\$50.00

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

**Thursday July 2, 2015 at 5:30 pm**  
**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 by calling 530-287-3204 or email: alleghanywater@gmail.com

1. Call to Order
2. Roll call
3. Presentation by Dan DeMoss of Cal Rural Water (tentative) regarding rate analysis.
3. Consent item: Reading and approval of the minutes for the regular meeting held on June 9, 2015.  
Reading and approval of the minutes for the special meeting held June 23, 2015.
4. Correspondence
5. Reports:
  - a) Water Test Results
  - b) Treasury Report
  - c) President's Report
  - d) Water Treatment Operator Report
  - e) Library Report and Possible Action item: accept bid
  - f) Park Report
6. Public Response Time The public may be heard on an item 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 on any item not appearing on the agenda. The Board cannot take action on any unscheduled items unless it is declared by a vote of at least two-third (2/3) of the Board that there is an urgent need to take immediate action, and the need for action came to the attention of the District after the agenda was posted.
7. Unfinished Business (Discussion & Possible Action Items):
  - a) Customer Accounts/Billings/Disconnects
  - b) Policies and Procedures
  - c) By-laws
  - d) Banking Institution
8. New Business (Discussion & Possible Action Items):
  - a) Resignation of Secretary CLOSED SESSION IF NEEDED
  - b) Posting for Secretary Position
  - c) Posting for potential bookkeeping candidates
9. Consent Item: Allowance of Claims
10. Next meeting date, Items for next agenda & Adjournment

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