

**Regular Meeting of the Alleghany County Water District Board of Directors  
Tuesday May 11, 2021 Meeting was held at Station 2**

**1. Call to Order & Establish a Quorum** The meeting was called to order by President Mehrmann at 6:07 pm. Directors present: Tobyne 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 Coral Spender and Robbin DeWeese<sup>2<sup>nd</sup></sup> **Ayes: Tobyne 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 170,210 gallons in April and the average raw water flow Gallons per Minute are 72 gallons.

The holding tank is full, and there aren't any more issues with there being a vacuum created in the pump.

On May 16, 2021, a Hydrant flush was performed from 12-2:00 P.M.

The routine water samples all came back negative.

GM: Rae had a conference call on April 16, 2021, with the State of CA Office of Emergency Services. She was informed that there is a lot of funding possible for hazard mitigation projects.

d) **Historical Church/Library Report:** The ZIP book funds have ran out for the time being (not able to order books off of Amazon at this time).

e) **Park Report:** Dean got a new riding mower and mowed the park.  
The fountain is not turned on.

**4. Unfinished Business**

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

b) **Draft Job Descriptions:** Nancy Finney and Rae Bell are still working on this and are hoping to have something to present to the Board next month.

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

d) **Ethics and Harassment Training:** All members must have this completed by the end of May. Rae Bell sent everyone a link by email for the classes.

## **5. New Business**

a.) The Preliminary Budget amount to be pulled from non enterprise Funds. Park and Historical Church are not accurate on the budget paper work.

The net change in the non enterprise fund is \$722.

Rae Bell will make the corrections on the budget and e-mail them to the board members tomorrow.

The Budget is not going to be adopted until next month, so there is time for questions and changes to be mad if needed.

**6. Public Response Time:** Coral Spencer came to the board with a concern from Eddy Barker. Eddy is concerned about the fire hydrant by his house being, too, small and being on a different line than the other hydrants in town. Bruce Coons and Rae Bell assured Coral that the hydrant works and that there are a couple of other hydrants in town that are also this way. They offered to send Eddy a letter to explain about the hydrant and assure him that it is in working order.

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

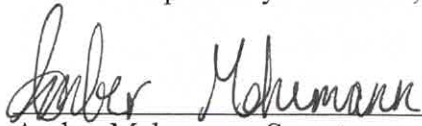
Next meeting will take place June 8, 2021 at 6:00 P.M. by phone

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: 6:45 P.M.

Minutes respectfully submitted,

  
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, <sup>Rze Bell</sup> ~~Amber Mehrmann~~ 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 5/11/21

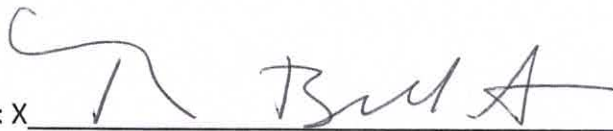
In the following location(s):

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

On 5/7/21 (date)

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

Signed under penalty of perjury: X



Amber Mehrmann



# Alleghany County Water District

Treasurer's Report

April 2021

## MAIN ACCOUNT

Beginning Balance \$ 13,770.22

### Deposits

Date	From:	For:	Amount
4/9	Customer	Water	\$ 1,924.29
4/9	Customer	Water	\$ 397.26
4/27		Adjustment to EDD payment	\$ 0.01
44316		Sierra County and United States Treasury	\$ 2,047.98
		Property Tax Revenue	\$1,969.41
		Payroll Tax Treasury Refund	\$78.57
			<b>Deposits Total \$ 4,369.54</b>

### Expenditures

Ck #	Date	To:	For:	Amount
1119	4/1	Amber Mehrmann	Minutes / Secretary	\$ 30.00
1121	4/8	Postmaster	Stamps	\$ 55.00
5619	4/8	Edda Snyder	Bookkeeper March Bill - Gross \$175	Net \$ 161.61
5620	4/8	Edward Snyder	WDA Mach Bill - Gross \$453	Net \$ 418.34
5621	4/8	AT&T		\$ 43.66
5622	4/8	B&C	Supplies and Maintenance	\$ 9.37
5624	4/8	Cook-Brown LLP	Legal Expense - Job description review	\$ 950.00
5624	4/8	Cranmer	Water Tests	\$ 68.00
EFT	4/9	Tri-Counties Credit Card	Pipe Snake and flag for park (to be reimbursed from Non-Enterprise)	\$ 1,615.04
			Snake	\$1,579.14
			Flag	\$35.90
EFT	4/16	PG&E	Pumphouse (2 Months)	\$520.54
4/27	5626	Bruce Coons	WTO March Bill - Gross \$703.70	\$616.08
4/27	EFT	EDD	Quarterly Payroll Taxes	\$169.11
4/27	5627	United States Treasury	Quarterly Payroll Taxes	\$488.14
				<b>Expenditures Total \$ 5,144.89</b>

Ending Main Account Balance \$ 12,994.87  
 Less Reserve Fund \$ (15,500.00)  
 Plus Undeposited Funds \$ 3,214.76  
 Available Funds \$ 709.63

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

## NON-ENTERPRISE ACCOUNT (Historical Church & Park)

Beginning Balance \$ 7,729.89

### Deposits

Date	From:	For:	Amount
			<b>Deposits Total \$ -</b>

### Expenditures

Ck #	Date	To:	For:	Amount
				<b>Expenditures Total \$ -</b>

Report Prepared by Edda Snyder

Verified against Bank Statement

x  
Print

*Edda Snyder*  
5/7/21

Ending Non-enterprise Account Balance \$ 7,729.89

Historical Church Balance	\$ 5,464.63
Park Balance	\$ 2,265.26
<b>Balance</b>	<b>\$ 7,729.89</b>



# NOTICE

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

**Date: Tuesday May 11, 2021 Time: 6:00 pm**

**Fire Station 2 in Alleghany 514 Miners Street**

**All meeting documents available online: [alleghanywater.org](http://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](http://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 April 13, 2021
- c) Ratification of Treasury Report and bill payments for the month of April 2021.

### 3. Information/Discussion Items:

- a) Correspondence –
- b) SRF Projects Update – nothing new to report since last month
- 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: One day 10-day notice was issued in April and it got paid.
- b) Ordinances, Policies & Procedures and Bylaws: Job descriptions need to be finalized.
- c) Status of vacancy on the board
- d) Reminder to all board members: Ethics and harassment prevention training due in May. We are looking for an online option and will email links to everyone.

### 5. New Business (Discussion & Possible Action Items):

- a) Preliminary budget presentation – to be adopted in June. Budget detail posted online only (not printed).

*Will bring copies of detail sheet to meeting.*

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, Items for next Agenda & Adjournment. Next meeting date: June 8th 6:00 pm. Location TBD. Agenda item: FY 21-22 Preliminary budget adoption.

Upon request, Agendas will be made available in alternative formats to accommodate persons with disabilities. Please make your request to District Secretary, P.O. Box 860, Alleghany CA 95910 specifying your disability and the format in which you would like to receive this Agenda and future Agendas as well.





21-22 preliminary budget worksheet

<b>Chemical</b>	<b>Frequency</b>	<b>Last Sample</b>	<b>Due Date</b>	<b>Cost</b>
Nitrate (nitrate as N and Nitrite as N)	1 year	9/29/2020	2021	\$ 120.00
Nitrite	3 years	10/4/17	Oct. 2020	\$ 30.00
Trihalomethanes & Haloacetic acids	Annual	9/14/2017	July 2018	\$ 232.00
VOCs	6 years	5/16/16	May 2022	\$ 255.00
routine monthly tests \$58 per month				\$ 672.00
				<b>\$1,309.00</b>

3:51 PM

05/07/21

Accrual Basis

- Interim report -  
Unaudited

**Alleghany County Water District**  
**Profit & Loss Budget vs. Actual**  
July 2020 through June 2021

	Jul '20 - Jun...	Budget	\$ Over Bud...	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
4000 · Operating Income				
4100 · Metered Water Sales	22,101.94	25,920.00	-3,818.06	85.3%
4200 · Property Tax Revenue	3,742.33	4,600.00	-857.67	81.4%
4800 · Customer Fees	204.95	500.00	-295.05	41.0%
<b>Total 4000 · Operating Income</b>	<b>26,049.22</b>	<b>31,020.00</b>	<b>-4,970.78</b>	<b>84.0%</b>
5000 · Other Income Water Operation				
5300 · Hist. Church Admin	240.00	240.00	0.00	100.0%
5404 · SRF Spring Project Income	0.00	1,000.00	-1,000.00	0.0%
<b>Total 5000 · Other Income Water Operation</b>	<b>240.00</b>	<b>1,240.00</b>	<b>-1,000.00</b>	<b>19.4%</b>
<b>Total Income</b>	<b>26,289.22</b>	<b>32,260.00</b>	<b>-5,970.78</b>	<b>81.5%</b>
<b>Gross Profit</b>	<b>26,289.22</b>	<b>32,260.00</b>	<b>-5,970.78</b>	<b>81.5%</b>
<b>Expense</b>				
6000 · Payroll Expenses				
6001 · Payroll tax expense	568.59			
6000 · Payroll Expenses - Other	9,481.74	9,000.00	481.74	105.4%
<b>Total 6000 · Payroll Expenses</b>	<b>10,050.33</b>	<b>9,000.00</b>	<b>1,050.33</b>	<b>111.7%</b>
6060 · Administration				
6061 · Secretary	285.00	500.00	-215.00	57.0%
<b>Total 6060 · Administration</b>	<b>285.00</b>	<b>500.00</b>	<b>-215.00</b>	<b>57.0%</b>
6100 · Professional Services				
6120 · Independant Auditor	2,800.00	2,800.00	0.00	100.0%
6130 · Legal Fees	950.00			
<b>Total 6100 · Professional Services</b>	<b>3,750.00</b>	<b>2,800.00</b>	<b>950.00</b>	<b>133.9%</b>
6170 · SRF Spring Project Expenses				
6170A · Spring Project Administration	1,475.00			
<b>Total 6170 · SRF Spring Project Expenses</b>	<b>1,475.00</b>			
6200 · Utilities				
6210 · Telephone	382.44	432.00	-49.56	88.5%
6220 · PG & E	2,040.46	2,000.00	40.46	102.0%
6230 · Propane	229.32	600.00	-370.68	38.2%
<b>Total 6200 · Utilities</b>	<b>2,652.22</b>	<b>3,032.00</b>	<b>-379.78</b>	<b>87.5%</b>
6300 · Water Operation				
6301 · Mileage	1,226.52	1,000.00	226.52	122.7%
6302 · Water Tests	731.00	1,370.00	-639.00	53.4%
6303 · System Repair & Maintenance				
6352 · Supplies & small tools	122.01			
6303 · System Repair & Maintenance - Other	1,436.46	4,000.00	-2,563.54	35.9%
<b>Total 6303 · System Repair &amp; Maintenance</b>	<b>1,558.47</b>	<b>4,000.00</b>	<b>-2,441.53</b>	<b>39.0%</b>
6304 · Chemicals	1,070.82	1,000.00	70.82	107.1%
6305 · Fees & Licenses	480.18	565.00	-84.82	85.0%
<b>Total 6300 · Water Operation</b>	<b>5,066.99</b>	<b>7,935.00</b>	<b>-2,868.01</b>	<b>63.9%</b>
6500 · Office Expense				
6550 · Computer	961.67	971.00	-9.33	99.0%
6555 · Office Supplies	47.01	100.00	-52.99	47.0%
6560 · Postage	184.85	350.00	-165.15	52.8%
6570 · Printing and Reproduction	195.09			
<b>Total 6500 · Office Expense</b>	<b>1,388.62</b>	<b>1,421.00</b>	<b>-32.38</b>	<b>97.7%</b>
6700 · Insurance	5,692.42	5,600.00	92.42	101.7%



**Alleghany County Water District**  
**Profit & Loss Budget vs. Actual**  
 July 2020 through June 2021

	Jul '20 - Jun...	Budget	\$ Over Bud...	% of Budget
7000 · Other Operating Expenses				
7011 · Rent Expense	0.00	72.00	-72.00	0.0%
7020 · Dues and Subscriptions	409.00	404.00	5.00	101.2%
7040 · Bank Service Charges	30.00			
7050 · Misc. Expense	50.00			
7070 · Interest Expense	4.90			
<b>Total 7000 · Other Operating Expenses</b>	<b>493.90</b>	<b>476.00</b>	<b>17.90</b>	<b>103.8%</b>
<b>Total Expense</b>	<b>30,854.48</b>	<b>30,764.00</b>	<b>90.48</b>	<b>100.3%</b>
<b>Net Ordinary Income</b>	<b>-4,565.26</b>	<b>1,496.00</b>	<b>-6,061.26</b>	<b>-305.2%</b>
<b>Other Income/Expense</b>				
<b>Other Income</b>				
8000 · Hist. Church Income				
8010 · Hist Church Rental Income	1,500.00	1,500.00	0.00	100.0%
<b>Total 8000 · Hist. Church Income</b>	<b>1,500.00</b>	<b>1,500.00</b>	<b>0.00</b>	<b>100.0%</b>
8100 · Park Income	1,600.00			
<b>Total Other Income</b>	<b>3,100.00</b>	<b>1,500.00</b>	<b>1,600.00</b>	<b>206.7%</b>
<b>Other Expense</b>				
9000 · Hist. Church Expenses				
9010 · Hist. Church Insurance	250.00	250.00	0.00	100.0%
9012 · Hist Church Administration Fee	240.00	240.00	0.00	100.0%
9015 · Utilities Hist. Church	31.75	100.00	-68.25	31.8%
9020 · Repairs & Maint. Hist. Church	13.00	3,000.00	-2,987.00	0.4%
<b>Total 9000 · Hist. Church Expenses</b>	<b>534.75</b>	<b>3,590.00</b>	<b>-3,055.25</b>	<b>14.9%</b>
9100 · Park Expenses				
9122 · Park Supplies and Maintenance	80.65			
9125 · Solid Waste Fee Park	91.90	188.00	-96.10	48.9%
9100 · Park Expenses - Other	7.58			
<b>Total 9100 · Park Expenses</b>	<b>180.13</b>	<b>188.00</b>	<b>-7.87</b>	<b>95.8%</b>
9915 · Adjustments	-0.01			
<b>Total Other Expense</b>	<b>714.87</b>	<b>3,778.00</b>	<b>-3,063.13</b>	<b>18.9%</b>
<b>Net Other Income</b>	<b>2,385.13</b>	<b>-2,278.00</b>	<b>4,663.13</b>	<b>-104.7%</b>
<b>Net Income</b>	<b>-2,180.13</b>	<b>-782.00</b>	<b>-1,398.13</b>	<b>278.8%</b>