

**Minutes of the Regular Meeting of the Allegheny County Water District Board of Directors
Tuesday September 8, 2020 via conference call due to COVID-19 pandemic**

1. Call to Order & Establish a Quorum The meeting was called to order by President Mehrmann at 6:02 pm. Directors present: Robbin DeWeese, Nancy Finney, Tobyn Mehrmann and Coral Spencer. Gus Tenney was absent. Staff present: GM Rae Bell Arbogast and CWO Bruce Coons;. GM Rae Bell prepared the minutes because the power was out in Allegheny and the Mehrmanns only had access to one phone.

2. Consent Calendar:

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

3. Information/Discussion Items:

a) **Correspondence:** None.

b) **SRF Projects Update:** Written report provided.

c) **Board Member/Staff Reports:** GM asked about Bob Hale’s appreciation gift that was approved by the board in June. Tobyn had forgotten but will get it.

CWO Bruce Coons reported that we are experiencing a problem with the water flow at the Ram Spring. It is not adequate when the pumps first kick on creating a potential for air to enter the system. The water flow from the driven pipes appears to be fluctuating a lot and the water is seeping out the old collectors more than it has since the driven pipes were installed. Possibly the pumps are working at a higher speed when they first kick on (variable speed relay), he needs to look into this. He and Edward are having to “babysit” the system and make sure the outside sump tank is full before the pumps kick on.

Both the Raw and Finished water Bacteria reports for Sept came back clean. (less than .01 PPB)

Water use has been high, but its that time of year. Total finished water production for August 265,120 gallons. Average flow at the Ram Spring 48 gpm. GM Rae Bell asked if we shouldn’t be calling all customers and asking them to conserve water and Bruce said “no, he wants to get a better handle on the situation first.”

He also reported that there is a small leak again on Kanaka Creek Road. Rae mentioned that when that water line was repaired a couple of years ago Bruce stated that it was “temporary repair”. It needs to be fixed in a more permanent fashion before winter if possible. Bruce agreed.

d) **Historical Church/Library Report:** Robbin reported that she is supposed to be getting a computer “hand me down” from the County for the library. Rae reported that she needs to get the file cabinet set up in the space where the shingles were being stored now that it is empty.

e) **Park Report:** Bruce reported that Dean has been mowing the park and they are looking at trying to get a low-pressure sprinkler system set up. Rae stated that before any water is used from the Ram Spring overflow the District needs to get permission to use it from the 16 to 1 mine in writing because it could be viewed as a violation of the lease agreement. Bruce said that after he works out the “bugs” in the system he will talk to Mike Miller and be sure to get it in writing if it is to be used, that Mike did give a verbal approval.

There was a discussion about the ant treatment with the diatomaceous earth. It hasn’t been done yet.

4. Unfinished Business

a) **Customer Accounts/Billings/Disconnects:** No report. Edda the bookkeeper was off for the week.

b). **Ordinances, Policies & Procedures and Bylaws:** Nothing prepared in time for meeting.

c.) **Request for legal opinion re: Rae Bell possible ethics violation** Tobyn reported that he couldn't locate the previous email and will have to contact the Calif. Special District's association again.

5. New Business

a). **Review Preliminary financial results for Fiscal year 19/20:** Rae Bell explained that the auditors will prepare the depreciation entry and the entry to capitalize the project expenses as part of the audit, but that for "managerial" purposes the results are informative. Revenue came in about as projected as did most expenses. Payroll was a little higher than projected even without the approx. \$7,600 in state funded project related payroll but this probably had to do with the tank repair job. Chemicals came in \$400 higher than projected. The cash results look good and she recommended putting \$5,000 more into the contingency fund for the fiscal year ending June 30, 2020. A motion was made by Nancy Finney to add \$5,000 to the contingency fund for fiscal year 19/20 2nd by Robbin DeWeese. **Ayes: DeWeese, Mehrmann, Finney and Spencer Nays:0 Absent: Tenney Abstain: 0 Motion Carried**

b). **FY 20/21 Final Budget Adoption:** After a review of the changes from the preliminary budget, a motion to adopt the final budget as presented was made by Coral Spencer 2nd by Robbin DeWeese: **Ayes: DeWeese, Mehrmann, Finney and Spencer Nays:0 Absent: Tenney Abstain: 0 Motion Carried**

c). **Request from District Bookkeeper for another \$25 per month:** The board voted in June to wait three months to reconsider this. It was noted that if the bookkeeper were being paid hourly it would cost the district more because at her monthly flat rate, she is getting less than minimum wage most months. After a brief discussion, a motion was made by Coral Spencer to approve the additional \$25 per month to the bookkeeper bringing her monthly pay to \$175 per month 2nd by Robbin DeWeese **Ayes: DeWeese, Mehrmann and Spencer Nays: Finney Absent: Tenney Abstain: 0 Motion Carried**

6. Public Response Time: None

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

Next regular meeting scheduled for October 13, 2020 at 6:00 P.M. Next agenda items:

There being no further business before the Board, the meeting was adjourned at: 6:50 p.m.

Minutes respectfully submitted:

Rae Bell Arbogast, Deputy Secretary