



# NOTICE

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

**Date: Tuesday April 11, 2023 Time: 6:00 pm**

**Location: Alleghany Firehouse 105 Plaza Court with conference call option  
for public. Dial-in number (US): (978) 990-5144 Access code: 6919768#**

**All meeting documents available online: [alleghanywater.org](http://alleghanywater.org)**

**Send an email to: [alleghanywater@gmail.com](mailto:alleghanywater@gmail.com) for meeting notices.**

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) Approve agenda
- b) Reading and approval of the minutes for the regular meeting dated April 11, 2023.
- c) Ratification of Treasury Report and bill payments for April 2023.

### 3. Information/Discussion Items:

- a) Correspondence –
- b) SRF Projects Update –
- 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: Three accounts are over 90 days past due. One of them got paid in May via the low-income assistance program.
- b) Ordinances, Policies & Procedures and Bylaws: nothing prepared for meeting
- c) Status of insurance proposed insurance carrier change.

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

- a) Closed Session for employee review per gov. code 54957.
- b) Review financial statements and preliminary budget for June adoption (documents to be provided by meeting date).
- c) Consider looking into the feasibility of leasing out land that the district does not use.

**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).

Next regular meeting date June 13, 2023. Agenda items: Adopt preliminary budget

### 7. Adjournment.

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**Regular Meeting of the Alleghany County Water District Board of Directors  
Tuesday April 11, 2023 Meeting was held at the Alleghany Firehouse and over phone**

**1. Call to Order & Establish a Quorum** The meeting was called to order by President Mehrmann at 6:05 pm.

Directors present: Tobyn Mehrmann, Robbin DeWeese and Nancy Finney; Brianne Price was absent. GM Rae Bell. CWO Bruce Coons and Secretary Amber Mehrmann was present and took minutes (by phone). Director Coral Spencer was absent. Public: Vicky Tenney was present by phone.

**2. Consent Calendar:**

Motion was made to approve the consent calendar by Coral Spencer and Nancy Finney 2<sup>nd</sup>  
**.Ayes: Tobyn Mehrmann, Coral Spencer Robbin DeWeese and Nancy Finney Noes: 0  
Absent: Brianne Price Abstain: 0**

**3. Information/Discussion Items**

**a) Correspondence:** Rae mailed the form 700s to the county.

**b) SRF Project Update:** Rae got an e-mail last week saying that the funding agreement should be ready by June or July.

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

G.M.: Rae reported that to pay the insurance bill for April; the money must be borrowed from the contingency fund.

~Rae will be doing the water production reports by May.

CWO: The finished water pumped was 350,780 gallons and the GPM for the spring was 182.72.

~ There have been a lot of leaks this month, but they have all been fixed.

~ All of the samples came back negative.

~ Bruce was not ready for the closed session to take place and requested that it be postponed for another month.

**d) Historical Church/Library Report:** Nothing to report.

**e) Park Report:** Nothing to report.

**4. Unfinished Business**

**a) Customer Accounts/Billings/Disconnects:** Customer reports nine accounts are overdue now.

**b) Ordinances:** Nothing to revise.

**c). Status of Insurance:** The letter was sent to the current carrier notifying them that the policy would not be renewed next year.

~ Golden State insurance stated that they cannot lower the limits for lower rates.

~Golden State only needs a thirty day notice of intent to bind but prefer sixty days. It is felt that will be plenty of time for the board to make a decision.

**d.) Job Posting:** Edda Snyder applied to be on call for the water district. A motion was made to hire her as back-up for the water operators at minimum wage in addition to her current bookkeeping duties by Coral Spencer and Nancy Finney 2<sup>nd</sup>. **Ayes: Tobyn Mehrmann, Coral Spencer Robbin DeWeese and Nancy Finney Noes: 0 Absent: Brianne Price Abstain: 0**

## **5. New Business**

**a.) Closed Session:** A motion to table the closed session was made by Nancy Finney and Coral Spencer 2<sup>nd</sup>. **Ayes: Tobyn Mehrmann, Coral Spencer Robbin DeWeese and Nancy Finney Noes: 0 Absent: Brianne Price Abstain: 0**

**6) Public Response Time:** none

**7) Next meeting date, items for next agenda and adjournment:**

Next meeting will be on May 9, 2023; at 6:00 P.M.

### **Agenda items:**

~Preliminary Budget

~Bill Church more for insurance; to cover premium.

~See about leasing properties the district isn't using, to also gain more funds.

There being no further business the meeting was adjourned at 6:28 P.M.

Respectfully Submitted:

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Amber Mehrmann, Secretary



# Allegheny County Water District

Treasury Report

April 2023

## MAIN CHECKING ACCOUNT

Beginning Balance \$ 2,901.17

### Deposits

| Date                  | From:        | For:   | Amount             |
|-----------------------|--------------|--|--------------------|
| 4/7                   | Bank         | Deposit adjustment   | \$ 0.50            |
| 4/14                  | Customers    | Water  | \$ 135.61          |
| 4/18                  | Customers    | Water  | \$ 3,081.66        |
| 4/18                  | Customers    | Water  | \$ 400.00          |
| 4/18                  | Customers    | Water  | \$ 801.20          |
| 4/20                  | Reserve Fund | Money borrowed to cover insurance was transferred back May 2nd | \$ 1,600.00        |
| <b>Deposits Total</b> |              |  | <b>\$ 6,018.97</b> |

### Expenditures

| Ck # | Date | To:                    | For:                               | Amount      |
|------|------|------------------------|------------------------------------|-------------|
| 1150 | 4/10 | Amber Mehrmann         | January, March and Special Meeting | \$ 90.00    |
| EFT  | 4/11 | EDD                    | State Payroll Tax Liabilities      | \$ 77.39    |
| EFT  | 4/11 | PG&E                   | Pumphouse - TWO months             | \$ 743.62   |
| 5789 | 4/11 | Bruce Coons            | WDO March Bill                     | \$ 305.86   |
| 5790 | 4/11 | Edda Snyder            | Bookkeeper March Bill              | \$ 256.27   |
| 5791 | 4/11 | Edward Snyder          | WDA March Bill                     | \$ 489.91   |
| 5792 | 4/11 | United States Treasury | Federal Payroll Tax Liabilities    | \$ 370.02   |
| 5793 | 4/18 | CRWRMA                 | Insurance                          | \$ 5,705.00 |
| 5794 | 4/27 | AT&T                   |                                    | \$ 45.74    |
| 5795 | 4/27 | B&C                    | Supplies and Maintenance           | \$ 65.75    |
| 5796 | 4/27 | Cranmer Engineering    | Water Tests                        | \$ 110.00   |
| EFT  | 4/13 | EDD                    | State Payroll Tax Liabilities      | \$ 116.61   |
| EFT  | 4/28 | Tri-Counties Bank      | Service Charge                     | \$ 10.95    |

Expenditures/Transfers Total \$ 8,387.12

| RESERVE FUND SAVINGS ACCOUNT |                     |
|------------------------------|---------------------|
| Contingency Fund             | \$ 14,500.00        |
| Equip. Maint. Fund           | \$ 1,000.00         |
| Interest earned              | \$ 3.14             |
| withdrawals                  | \$ 1,600.00         |
| <b>TOTAL</b>                 | <b>\$ 13,903.14</b> |

|                              |             |
|------------------------------|-------------|
| Ending Main Account Balance  | \$ 533.02   |
| Plus Undeposited Funds       | \$ 4,099.33 |
| Operating Funds at month-end | \$ 4,632.35 |
| Owe back to reserve fund     | \$ 1,600.00 |
| Actual operating funds       | \$ 3,032.35 |

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

Beginning Balance \$ 8,755.68

### Deposits

| Date | From:                 | For:         | Amount      |
|------|-----------------------|--------------|-------------|
| 4/14 | Sierra County Auditor | Library rent | \$ 1,500.00 |

Deposits Total \$ 1,500.00

### Expenditures

| Ck # | Date | To: | For: | Amount |
|------|------|-----|------|--------|
|      |      |     |      |        |
|      |      |     |      |        |
|      |      |     |      |        |
|      |      |     |      |        |

Expenditures Total \$ -

Report Prepared by Edda Snyder

Verified against Bank Statement

Ending Non-enterprise Account Balance \$ 10,255.68

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|                           |             |
|---------------------------|-------------|
| Historical Church Balance | \$ 5,387.00 |
| Library Balance           | \$ 2,853.64 |
| Park Balance              | \$ 2,015.04 |