

Regular Meeting of the Alleghany County Water District Board of Directors
Tuesday March 14, 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, Brianne Price Robbin DeWeese and Nancy Finney (by phone) 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 Robbin DeWeese and Nancy Finney 2nd Ayes: Tobyn Mehrmann, Brianne Price, Robbin DeWeese and Nancy Finney Noes: 0
Absent: Coral Spencer Abstain: 0

3. Information/Discussion Items

a) Correspondence: It is in the packet.
b) SRF Project Update: SRF information is in the G.M Report.
c) Board/Staff Reports: *CWO and GM Reports*

G.M.: Form 700s are due on April 1, 2023.
~Also, Rae Bell had a meeting with the attorney and engineer Chad Coleman to discuss the tank issue.
~ The low income assistance program that Rae had found and implemented only allows the customer to use it once every 12 months.

CWO: Bruce reported that there were 169,020 gallons of finished water production and the GPM from the spring (raw water) was 136 gallons.
~In February there was 80,070 gallons of water produced.
~There were a few leaks this month and they were quite difficult to deal with in all of the snow.
~Water tests were negative for February and March.

d) Historical Church/Library Report: Nothing to report.
e) Park Report: The fountain will need to be repaired in the spring.

4. Unfinished Business

a) Customer Accounts/Billings/Disconnects: A customer requested that their meter at a vacant house be shut-off.
b) Ordinances: Nothing prepared for meeting.



c.) **Appoint officers:** It was voted to keep the slate of officers the same: Tobyn Merhmann President Coral Spencer Vice President and Amber Mehrmann, Secretary. Nancy Finney made the motion and Robbin DeWeese 2nds . **Ayes: Tobyn Merhmann, Brianne Price, Robbin DeWeese and Nancy Finney Noes: 0 Absent: Coral Spencer Abstain: 0**

5. New Business

a.) **Review Audit:** The motion to accept the audit report is made by Robbin DeWeese and Brianne Price 2nds **Ayes: Tobyn Merhmann, Brianne Price, Robbin DeWeese and Nancy Finney Noes: 0 Absent: Coral Spencer Abstain: 0**

b.) **Change Edward Snyder's Job Description:** It will now say 'Paid at Minimum wage'. Brianne Price made the motion to accept the change and Nancy Finney 2nds **Ayes: Tobyn Merhmann, Brianne Price, Robbin DeWeese and Nancy Finney Noes: 0 Absent: Coral Spencer Abstain: 0**

c.) **Snow Removal Assistance:** It was asked if the board would confirm Edda Snyder also at a minimum wage for her time helping Edward to shovel snow and any other tasks she might assist the district with. It was posed that perhaps the job should be posted to the community and allow other people that may be interested to also have a chance to apply for the job. The deadline for application was a week before April 11, 2023.
~A motion was made by Nancy Finney to ratify payment to Edda for the work that she has done thus far. **Brianne Price 2nd .Ayes: Tobyn Merhmann, Brianne Price, Robbin DeWeese and Nancy Finney Noes: 0 Absent: Coral Spencer Abstain: 0**

d.) **Insurance Quote:** Rae acquired a quote from Golden State RMA. Rae also suggested that the board table this decision until she has time to review the quote. A special meeting will be called if it looks like something to consider. The due date is April 1st to notify the current carrier if we want to change next year.

e.) **Closed Session:** The session was tabled. Nancy Finney made a motion and Brianne Price 2nd **Ayes: Tobyn Merhmann, Brianne Price, Robbin DeWeese and Nancy Finney Nays: 0 Absent: Coral Spencer Abstain: 0**

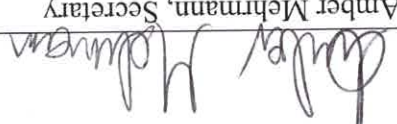
6) **Public Response Time:** none

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

~Job Posting
~Closed Session

Next meeting will be on April 11, 2023; at 6:00 P.M.
There being no further business the meeting was adjourned at 6:37 P.M.

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, Amber Merhmann 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 3/14/23

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)
 Emailed to email list as well.
 to website

On 3/11/23 (date)

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

Signed under penalty of perjury: X Amber Merhmann
Amber Merhmann

NOTICE

OF REGULAR MEETING OF THE BOARD OF DIRECTORS

OF ALLEGHANY COUNTY WATER DISTRICT

Date: Tuesday March 14, 2023 Time: 6:00 pm

Location: Due to State of Emergency declared by the Governor due to bad

weather meeting is by conference call.

Dial-in number (US): (978) 990-5144 Access code: 6919768#

All meeting documents available online: alleg hanywater.org.

Send an email to: alleg hanywater@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: alleg hanywater.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 Jan 10, 2023.

c) Ratification of Treasury Report and bill payments for January and February 2023.

3. Information/Discussion Items:

a) Correspondence –

b) SRF Projects Update –

c) Board/Staff Reports – Form 700s due by 4/1 ~ 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 customer who has not used water for many years, requested that their service be shut off, reducing the number of active accounts to 52.

b) Ordinances, Policies & Procedures and Bylaws: nothing prepared for meeting

c) Appoint Officers for 2023 (tabled in January)

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

a) Review audit findings letter and accept financial audit for fiscal year 21-22.

b) Change Edward Snyder's job description to say "paid at minimum wage".

c) Confirm use of Edda Snyder also at minimum wage to assist with snow shoveling and similar tasks

d) Consider insurance quote from Golden State RMA (current carrier requires 12 mos notice)

e) Closed Session for employee review per gov. code 54957. (Not sure if we can do this by conf. call but left it on here)

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 April 11, 2023. Agenda items:

7. Adjournment.

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Allegheny County Water District
Treasury Report

January 2023

MAIN CHECKING ACCOUNT

Beginning Balance \$ 4,559.76

Date	From:	Amount
1/11	Customers	\$ 864.04
1/11	Customers	\$ 1,372.80
1/11	Sierra County	\$ 2,238.82

Deposits Total \$ 4,475.66

CK #	Date	To:	For:	Amount
EFT	1/3	PG&E	Pumphouse	\$ 309.29
EFT	1/4	Harland Clark	Bank Deposit Books with carbons (should last several years)	\$ 95.72
EFT	1/9	EDD	State payroll taxes	\$ 100.92
5758	1/9	Bruce Coons	WDO December Bill - Gross \$421.43	\$ 338.53
5759	1/12	Edda Snyder	Bookkeeper December Bill - Gross \$200	\$ 184.70
5760	1/12	Edward Snyder	WDA December Bill - Gross \$204	\$ 188.39
5761	1/12	A&T		\$ 88.90
5762	1/12	CSDA	Membership Dues	\$ 215.00
5763	1/12	gWorks	Billing program Yearly Subscription & Support bought by new company	\$ 592.00
5764	1/12	House of Print and Copy	Envelopes	\$ 65.10
5765	1/12	IRS	Payroll Taxes Due	\$ 50.57
5766	1/12	VOID		\$
5767	1/12	SWRCB	Water System Annual Fees	\$ 265.00
5768	1/17	Sierra County Clerk Recorder	Election fees	\$ 187.67
146	1/20	Rae Bell	Reimburse office supplies (flash drive and ticket books)	\$ 24.93
5769	1/24	United States Treasury	Federal payroll taxes	\$ 350.98

Expenditures/Transfers Total \$ 3,077.70

RESERVE FUND SAVINGS ACCOUNT	
Contingency Fund	\$ 14,500.00
Equip. Maint. Fund	\$ 1,000.00
TOTAL	\$ 15,500.00

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

Beginning Balance \$ 8,755.68

Date	From:	For:	Amount

Deposits Total \$ -

CK #	Date	To:	For:

Expenditures Total \$ -

Report Prepared by Edda Snyder
Verified against Bank Statement

Ending Non-enterprise Account Balance \$ 8,755.68

Historical Church Balance	\$ 5,387.00
Library Balance	\$ 1,353.64
Park Balance	\$ 2,015.04
Balance	\$ 8,755.68

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Allegheny County Water District
Treasury Report

February 2023

MAIN CHECKING ACCOUNT

Deposits	
Date	Amount
2/7	2,258.39
From: Customers	
For: Water	
Beginning Balance \$ 5,957.72	

Expenditures				
CK #	Date	To:	For:	Amount
5770	2/2	Bruce Coons	WDO January Bill - Gross \$400.43	\$ 331.11
5771	2/14	AT&T		\$ 134.78
5772	2/14	B&C	Duplicate Key	\$ 3.90
5773	2/14	VOID	Incorrect paper setting on new printer. CK#5773 thru #5776 smeared with ink	
5774	2/14	VOID		
5775	2/14	VOID		
5776	2/14	VOID		
5777	2/14	Boden, Klein & Sneeby	Auditor's Fees	\$ 2,950.00
5778	2/14	Canmer Engineering	Water Tests	\$ 270.00
5779	2/14	Marsha Burch	Spring Project Admin	\$ 325.00
5780	2/14	Quill	Office Supplies	\$ 10.27
5781	2/2	Edda Snyder	Bookkeeper January Bill - Gross \$200	\$ 184.70
5782	2/2	VOID		
5784	2/2	Edward Snyder	WDA January Bill - Gross \$251.50	\$ 232.27
EFT	2/14	CDTFA	Water Rights annual fee Cumberland Spng	\$ 300.21
EFT	2/22	PG&E	TWO months	\$ 684.20
Note CK 5783 issued in March.				
Deposits Total \$ 2,258.39				

RESERVE FUND SAVINGS ACCOUNT	
Contingency Fund	Equip. Maint. Fund
\$ 14,500.00	\$ 1,000.00
TOTAL	\$ 15,500.00

NON-ENTERPRISE ACCOUNT (Historical Church, Library & Park)			
Date	From:	For:	Amount
Beginning Balance \$ 8,755.68			
Expenditures/Transfers Total \$ 5,426.44			
Ending Main Account Balance \$ 2,789.67			
Plus Undeposited Funds \$ 1,490.00			
Operating Funds at month-end \$ 4,279.67			

Deposits			
Date	From:	For:	Amount
Beginning Balance \$ 8,755.68			
Expenditures Total \$ -			
Deposits Total \$ -			

Report Prepared by Edda Snyder
Verified against Bank Statement

Historical Church Balance	\$ 5,387.00
Library Balance	\$ 1,353.64
Park Balance	\$ 2,015.04
Balance	\$ 8,755.68

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Correspondence

Incoming: Form 700s from Sierra County Clerk Recorder, draft warranty claim letter from attorney

(SRF FUNDED) Ram Spring Improvement Project ~ I was informed at the end of February that we should expect 4 to 6 months before the funding agreement is executed. So, my best guess is 8 to 12 months!! See the negative report (linked) from the State Auditor regarding the slow application process for this funding source. [Report 2021-118 \(ca.gov\)](https://www.ca.gov/Report-2021-118)

The project budget is 1.5 Million as reported in January.

There is a reply due on the Fish and Wildlife permit, but the current engineer is not on board yet, and Enplan, the contractor that provided environmental support under the TA request is no longer being paid. Considering this permit was paid for by the State to the tune of almost \$5,000 I have reached out to Gary Chan of the CWRCB DFA to see if there is a way to pay one of the engineers to respond. Don Burke of Enplan did review the draft permit pro-bono and made some suggestions already.

GM REPORT

- **WATER TANK PROBLEM.** All documentation for preparing a warranty claim letter was sent to the District's attorney and a zoom meeting is scheduled for Tuesday the 14th with the attorney, the new engineer Chad Coleman and me to review the letter.
- **Low Income Utility Assistance Program:** One other customer has started the process to get assistance.
- **INSURANCE QUOTE** I reached out to another RMA (Risk Management Authority) to see if they could provide an insurance quote. Golden State RMA provides insurance for Pliocene Ridge CSD and it includes Worker's comp at a reasonable rate. Previously, they declined covering ACWD when we requested a quote several years ago. Many improvements have been made since then, so I thought I'd ask again. ACWD's existing carrier requires 12 mos advance notice before we could switch which means we would have to notify them by April 1st of this year, to switch next year! Golden State is supposed to be providing a ballpark quote before our meeting, so I have put an item on the agenda to discuss this.

I was not happy with the way that our current carrier responded to our request for help with the water tank problem. They would barely even talk to me! I have worked with Golden State for almost 20 years now, and I like them.