

1 MINUTES OF THE SIX HUNDRED AND FORTY SEVENTH REGULAR BOARD
2 MEETING OF THE BOARD OF DIRECTORS OF THE RIO ALTO WATER DISTRICT
3 HELD ON WEDNESDAY, OCTOBER 4, 2023, AT 6:30 P.M., AT THE DISTRICT BOARD
4 ROOM.

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8 DIRECTORS PRESENT:

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- 10 Rick Brubaker, President
- 11 Ginny Mercer, Vice-President
- 12 Craig Weaver, Director
- 13 Peter Suggs, Director

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15 STAFF PRESENT:

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- 17 Martha Slack, General Manager
- 18 Scott Russell, Lead Water Operator

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20 ALSO PRESENT:

- 21 Erik Helgeson, MBA, Vice-President Bartle Wells Associates
- 22 Ken Shuey, RCE, Provost & Pritchard Consulting Group
- 23 Brice Black, EIT, Provost & Pritchard Consulting Group
- 24 Peter Ferren, Homeowner
- 25 Kathy Bezayiff, Homeowner

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27 ABSENT:

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- 29 Louise Wilkinson, Director

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31 Agenda Item #1 - Public Comment. No comments.

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33 Agenda Item #2 – Approval of Excused Absences. Vice-President Mercer made a motion to
34 excuse the absence of Director Wilkinson, seconded by Director Suggs. The motion
35 carried (4-0). Director Wilkinson absent.

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37 Agenda Item#3 – Presentation of the Draft Water & Wastewater Rate Study: Prepared and
38 Presented by Bartle Wells and Associates. Erik Helgeson, MBA, Vice-President of Bartle, Wells

1 Associates and Ken Shuey, RCE, of Provost & Pritchard Consulting Group presented the Draft
2 Water and Wastewater Rate Study, the Connection Fee Study and the 10year Capital Plan. A
3 lengthy question answer period was held giving the Directors the opportunity to question the
4 consultants on the methods and results of the studies and timetables. Vice-President Mercer
5 expressed her concern on holding the Public Hearing so close to the holidays.

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7 Agenda Item #4 – Manager’s Report. The Manager presented the Manager’s Report through
8 September 28, 2023.

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10 Agenda Item #5 – Resident Request to Hold Event at Wetlands. Vice-President Mercer made a
11 motion to discuss, and a recommendation to deny the request, seconded by Director Suggs. A
12 brief discussion was held, and all of the Directors were agreed that by allowing this we would be
13 setting precedence of a practice that could create a potential liability to the District. The motion
14 carried (4-0). Director Wilkinson absent.

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16 Agenda Item #6 – Review and Approval of the Revised Budget Dated 7/12/23 Incorporating
17 Changes Made at July 12, 2023 Board Meeting. Director Weaver made a motion to approve the
18 revised budget dated 7/12/23 incorporating the changes made at the July 12, 2023 Board
19 Meeting, seconded by Vice-President Mercer. The motion carried (4-0). Director Wilkinson
20 absent.

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22 Agenda Item #7 – Update From the Emergency Preparedness Initial Ad Hoc Meeting Held on
23 9/28/23. Director Suggs reported on the meeting held on 9/8/23. Homeowner Pete Ferren and

1 staff member Scott Russell expressed interest in being part of the committee. The Board and
2 General Manager welcomed the request. Due to current administrative time demands, the
3 General Manager explained that the next ad hoc meeting would not be held until January.

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5 Agenda Item #8 – Approval of the Minutes of the Six Hundred and Forty Sixth Regular Meeting
6 of the Board of Directors Held on August 16, 2023. Vice-President Mercer made a motion to
7 approve the Minutes of the Six Hundred and Forty Sixth Meeting of the Board of Directors held
8 on August 16, 2023, seconded by Director Weaver. The motion carried (3-0). Director Suggs
9 abstained and Director Wilkinson absent. Vice-President Mercer asked about the status of the
10 possible bathroom (old Well#2 building) at the Wetlands. President Brubaker informed her that
11 he had toured the building and assured her we are still exploring the idea.

12
13 Agenda Item #9 – Approval of the August Disbursement Reports. Vice-President Mercer made
14 a motion to approve the August Disbursement Reports, seconded by Director Weaver. The
15 motion carried (4-0). Director Wilkinson absent. A brief question and answer period followed.
16 Vice-President Mercer stated that the Disbursement Reports support the need to invest in on-site
17 Chlorine generation.

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19 Agenda Item #10 – Income/Expense Reports Period Ending 6/30/23. The General Manager
20 presented the highlights of the pre-audit Income/Expense Reports for the year ending 6/20/23.

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1 Agenda Item #11 – Communications:

2 Staff –The General Manager advised the Board that we would be having another Board
3 Meeting on October 18, 2023, and she hoped that we could determine what direction to
4 proceed with the Rate Studies. She asked Board members to contact her if they wanted to
5 meet individually prior to the next board meeting for further questions on the Rate
6 Studies.

7 Directors – Vice-President Mercer reiterated her concerns on having the public hearing
8 during the holiday season. A brief discussion was held on the timeline for the Proposition
9 218 hearing on the Rate Studies.

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11 Having no further business to discuss, Vice-President Mercer made of motion to adjourn the
12 meeting at 9:30 p.m., seconded by Director Weaver. The motion carried (4-0). Director
13 Wilkinson absent.

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15 Respectfully submitted,

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Martha Slack, General Manager

Addendum A
 Manager's Report
 September 28, 2023

Drought/Water Consumption/SGMA:

As of September 27, 2023, our current season to date precipitation is 40.95inches, which is 122% of the normal season to date of 33.43inches. Shasta Lake is 44.29feet from the crest. The September levels compare with the previous two years as follows:

Water Year	Aug. 10 Precipitation Received	Average Precipitation to Date	Percent of Average	Shasta Lake feet from Crest
2022/2023	40.95	33.43	122%	44.29
2021/2022	19.75	33.34	59%	139.49
2020/2021	14.19	33.26	43%	169.12

Field Crew:

In August and September we received 2 regular hookups, 1 duplex and 1 sewer in this fiscal year as follows:

Connections to Date 2022/2023	#
Water 1" Meter	2
Water 1" Duplex	1
Water 2" Meter	0
Water 1" Landscape Meter	0
Water ¾" Landscape Meter	0
Normal Sewer/LPSS	1
Commercial Sewer	0

The field crew have completed or are currently working on the following tasks:

- Abandonment of the 12" water main under the lake has been completed.
- Repair completed of water service line on Ketch.
- The flow meter on the effluent line is giving us problems and setting off alarms. Initially the field crew suspected it was the RAS pump, but they have isolated the problem to the flow meter. Replacing the gaskets on the flow meter did not resolve the issue so a technician will be coming out to see if he can trouble shoot.
- Staff are replacing the discharge hose and connector on Lift Station #3 pump.
- The motor from Lift Station #5 delivered to Industrial Electric for rewinding was tested and it appears to be fine. Mohave Electric came out and determined the control unit was okay but it could be the wiring. Staff swapped the pump wires and it ran fine on the other motors wirings so they are replacing the wiring now.
- Lift Station #2 motor appears to be leaking from the drive shaft seal. Staff will be pulling the motor to repair the seal and installing a new antenna for communications issues.

- Scott held a WWTP tour for the students in the wastewater class at Shasta College.
- Our Sewer Camera is broken. Of course, the model is obsolete but the representative from the old company came out and took it back to Concord to see if it could be something simple, such as a relay, in lieu of purchasing a new camera.
- Tom Cherry is back on worksite learning and his foot is doing fine.

Pending projects and their estimated completion dates:

- Harbert roofing will be replacing the office roof on October 5th and 6th.
- Waiting on okay from the landfill to haul away the sludge.
- Installation of the additional sampling stations- parts are in now.
- Repair sewer connection at the main on Rio Alto Drive
- More sewer patch repairs- as time allows and after we get camera repaired or replaced.
- Completion of Sewer Camera Project- pending camera repair.
- Raising of the old drying bed wall and moving the diesel tank- soon
- Hydrant identification painting

Solar updates period August 3, 2023 through September 4, 2023:

	True-Up Month	Current Month Net Energy Usage	Cumulative Energy or Credits Dollar True-up	Cumulative Non-Bypassable Charges
Office	August	\$58.59	\$58.59	\$41.47
WWTP	November	\$660.62	\$17,775.94	\$3,072.42
Well#6	February	\$2,420.46	\$(8,423.17)	\$2,837.65
Well#5	March	\$(2,032.16)	\$(11,638.58)	\$1,714.34

Regulatory:

The August Water and Wastewater Reports are included in this package.

Admin:

- Revision of the 23/24 Budget to reflect changes made at July 12, special meeting.
- In the middle of the audit right now.
- Zoom meetings daily on the rate studies.
- 7- day service discontinuance notices went out in mail today.
- 24hr notices and lock offs for non-payment scheduled for October 9-10.
- The Income Survey is in the process right now. Customer outreach postcards were sent by RAWD and Introductory letters mailed by RCAC. Surveys were mailed 9/25/23 and we are currently fielding calls.
- Applying to ACWA/ JPIA Risk Control Grant Program for \$10,000 grant to go to purchase of used Vac trailer



Rio Alto Water District

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www.rawd.org

DATE: October 4, 2023

BOARD MEETING ATTENDANCE

<u>NAME</u>	<u>ADDRESS</u>	<u>AFFILIATION</u>
Scott Russell		RAWD Employee
Brice Black		Provost & Pritchard Eng
Kew Shurey		Provost & Pritchard
Pete Ferrer	19413 Little Valley Dr.	Resident
Kathy Bezayiff	21917 Hayforks Pl	Resident

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