

1 MINUTES OF THE SIX HUNDRED AND FIFTY THIRD REGULAR MEETING OF THE
2 BOARD OF DIRECTORS OF THE RIO ALTO WATER DISTRICT HELD ON
3 WEDNESDAY, MARCH 20, 2024 AT 6:30 P.M., AT THE DISTRICT BOARD ROOM.

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7 DIRECTORS PRESENT:

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9 Rick Brubaker, President
10 Ginny Mercer, Vice-President
11 Craig Weaver, Director
12 Louise Wilkinson, Director
13 Peter Suggs, Director
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15 STAFF PRESENT:

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17 Martha Slack, General Manager
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19 ALSO PRESENT:

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21 No Guests
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23 ABSENT:

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25 No Absences
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27 Agenda Item #1 – Public Comment: No public comment.

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29 Agenda Item #2 – Approval of Excused Absences. No absences.

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31 Agenda Item#3 –Manager’s Report. The Manager presented the Manager’s Report through
32 March 15, 2024.

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34 Agenda Item #4 – Approval of the Minutes of the Six Hundred and Fifty Second Regular

35 Meeting of the Board of Directors Held on January 17, 2024. Director Wilkinson made a motion
36 to approve the Minutes of the Six Hundred and Fifty Second Regular Meeting and Public

1 Hearing of the Board of Directors Held on January 17, 2024, seconded by Director Weaver. The
2 motion carried (4-0). Director Suggs abstained.

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4 Agenda Item #5 – Approval of the January and February Disbursement Reports. Director
5 Wilkinson made a motion to approve the December and January Disbursement Reports,
6 seconded by Vice-President Mercer. A brief discussion followed, and it was recommended that
7 in future years we stagger the Director’s attendance at the Spring Conference. The motion
8 carried (5-0).

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10 Agenda Item #6 – Presentation of the GASB 75 July 1, 2023 Valuation. The General Manager
11 presented the July 1, 2023 GASB 75 Valuation prepared by Molly McGee at Actuarial
12 Retirement Consulting. A brief discussion followed, and the Directors asked if perhaps in the
13 future we could have a presentation either in person or by zoom explaining the report. The
14 General Manager said she would pose the question to the actuaries.

15

16 Agenda Item #7 – Income/Expense Report through 12/31/23. The General Manager presented
17 the Income/Expense Reports through 12/31/23 and discussed the variances.

18

19 Agenda Item #8 – Staff Recommendations on Sewer Camera. Director Wilkinson made a motion
20 to discuss the purchase of a new sewer camera, seconded by Director Weaver. A long discussion
21 was held on the need to replace the sewer camera and the recommendations from the staff. The
22 General Manager explained that the Deep Trekker (the camera of choice) has an extended
23 warranty that we can purchase, but the vendor has not gotten back to her on the cost or length of

1 the extension. In addition, the Directors asked the General Manager to get a failure rating on the
2 camera. Vice - President Mercer made a motion that we table the decision until the General
3 Manager has the answers to their questions and suggested we could call a Special Meeting to
4 make the decision.at that time, seconded by Director Wilkinson. The motion passed (5-0).

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6 Agenda Item # 9 – Discussion and Authorization to bid on VAC Trailer. Vice-President Mercer
7 made a motion to discuss the limit to set for bidding on the used VAC Trailer, seconded by
8 Director Weaver. The General Manager explained that because used VAC trailers become
9 available for sale at random times, we need to have the ability to make a bid without having to
10 wait an additional 30 days for board approval of a purchase price. This would limit our ability to
11 get the best deal on our purchase. We have been awarded a \$10,000 grant from ACWA towards
12 this purchase so she would like the Directors to set a maximum amount she can bid for a used
13 VAC Trailer if and or when it becomes available. Director Suggs asked if we had to make this
14 purchase within the 23/24 fiscal year or if it could be postponed until after July 1, 2024. The
15 General Manager stated that she would need to contact ACWA to confirm the terms of the grant.
16 After a lengthy discussion, Vice-President Mercer made a motion to set the maximum bid price
17 at \$43,000, seconded by Director Wilkinson. The motion carried (5-0).

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19 Agenda Item #10 Finalize Water/Sewer Connection Fee Increases for Public Hearing in April or
20 May. In reviewing the items included in the board package, the General Manager stated that she
21 needed more time to review the commercial sewer connection fees with Eric from Bartle Wells
22 Associates. The Directors were in agreement with the Household Equivalent Chart and said that
23 they would wait to hear from her. The General Manager discussed the steps needed to comply

1 with water code on connection fee increases and that she is aiming for an implementation date of
2 July or August. No action was taken.

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4 Agenda Item #11 – ACWA Spring Conference Update. The General Manager informed the
5 Directors that they all needed to take the Ethics class this year.

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7 Agenda Item #12 – Communications:

8 Staff – None.

9 Directors – President Brubaker asked the General Manager to set a date for the next
10 Succession Ad-Hoc Committee and Director Suggs asked for a follow up Ad-Hoc
11 committee meeting on Emergency Preparedness. Director Wilkinson asked the General
12 Manager to meet with Sharon Crawford regarding the upgraded cyber security threats.
13 Director Suggs asked for the computer link to the sexual harassment course he is needing
14 to take.

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16 Having no further business to discuss, Director Weaver made a motion to adjourn the meeting at
17 8:58 p.m., seconded by Vice-President Mercer. The motion carried (5-0).

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19 Respectfully submitted,

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21

22 Martha Slack, General Manager

Addendum A
 Manager's Report
 March 15, 2024

Drought/Water Consumption/SGMA: The new water year began October 1st and compares with the last two water years as follows:

Water Year	March 13 Precipitation Received	Average Precipitation to Date	Percent of Average	Shasta Lake feet from Crest
2023/2024	26.35	25.65	103%	24.00
2022/2023	24.97	24.64	101%	68.76
2021/2022	14.81	24.97	60%	127.80

Consumption for the period 1/3/24 – 3/3/24 is 1.87 % higher than 2013 consumption for the same period and year to date. As of March 1, 2024, the statewide average percentage of snow water equivalents is 87% of the normal. I do not believe this percentage includes the most recent storms we have received.

Field Crew:

We received 2 connections since last reported. Connections to date are:

Connections to Date 2023/2024	#
Water 1" Meter	6
Water 1" Duplex	1
Water 2" Meter	0
Water 1" Landscape Meter	0
Water ¾" Landscape Meter	0
Normal Sewer/LPSS	4
Commercial Sewer	0

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

- Lift Station #2 pump repaired, installed and now operational.
- Repaired water leak on Jib Court
- 2 operators attended 10 hour training course on OSHA Compliance sponsored by ACWA.
- Swapped temporary meter installation with permanent parts. (Had to install temporary meter tie ins until parts were received. Still waiting over 2 years on original order).
- Extra time spent at WWTP to deal with winter flows.
- 2 meter installs and sewer tie in on Yawl.
- Continued research on sewer cameras included a demo model rec'd from Deep Trekker which field crew used throughout the District for 3 days, and a trip to Anderson to view Demo from Aries Industries, Inc.

- Continued investigation on flow meter at plant that stopped registering finally determined that the coils in the unit were bad. We have ordered a new flow meter and transmitter for a total of close to \$6k.
- Dean and Martha are completing the EAR Annual report.
- Research into purchasing a used VAC truck.

Pending projects and their estimated completion dates:

- On a Monday morning the WWTP operator found that the RAS pump was dumping oil. Preliminary investigation indicates a gasket might have failed or we may have lost a bearing. Next week the field crew will be opening up the pump.
- More sewer patch repairs- as time allows and after we get new camera.
- Completion of Sewer Camera Project- pending camera repair.
- Hydrant identification painting in the Spring.
-

Regulatory:

The January and February Water and Wastewater Reports are included in this package.

Solar Updates:

Solar updates period February 4,2024 through March 5, 2024:

	True-Up Month	Current Month Net Energy Usage	Cumulative Energy or Credits Dollar True-up	Cumulative Non-Bypassable Charges
Office	August	\$657.31	\$2,096.81	\$322.23
WWTP	November	\$4,585.52	\$16,373.70	\$1,461.26
Well#6	February	\$((541.84)	\$((541.84)	\$307.27*
Well#5	March	\$(1,663.05)	\$ (8,534.240	\$3,202.00*

- *True-ups in February and March

Admin:

Working on water and sewer connection fee increases. Once dates and amounts set for the connection fee increases Martha will send a letter to all current contractors advising them of the potential increases. The RAWD invoices have been updated to reflect rate structure changes for the next billing period, and includes consumption translated in gallons as requested by Director Weaver. I will not be updating the budget to include 2 billing cycles of rate increases because time spent doing so would not be productive. New budget 24/25 will include the two sets of increases for July and January.