

1 MINUTES OF THE SIX HUNDRED AND FORTY SIXTH REGULAR BOARD MEETING
2 OF THE BOARD OF DIRECTORS OF THE RIO ALTO WATER DISTRICT HELD ON
3 WEDNESDAY, AUGUST 16, 2023, 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
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14 STAFF PRESENT:

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16 Martha Slack, General Manager
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18 ALSO PRESENT:

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20 Peter Ferren, Homeowner
21 Kathy Bezayiff, Homeowner
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23 ABSENT:

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25 Peter Suggs, Director
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27 Agenda Item #1 - Public Comment. No comments.
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29 Agenda Item #2 – Approval of Excused Absences. Vice-President Mercer made a motion to
30 excuse the absence of Director Suggs, seconded by Director Wilkinson. The motion
31 carried (4-0). Director Suggs absent.
32

33 Agenda Item #3 – Manager’s Report. The Manager presented the Manager’s Report through
34 August 11, 2023. A lengthy discussion was held on the progress of the abandonment of the 12”
35 water main that goes under the lake.

1 Agenda Item #4 – Approval of the Minutes of the Six Hundred Forty Fifth Regular Meeting of
2 the Board of Directors Held on August 16, 2023. Director Weaver made a motion to approve the
3 Minutes of the Six Hundred Forty Fifth Regular Meeting of the Board of Directors held on July
4 19, 2023, seconded by Vice-President Mercer. The motion carried (3-0). Director Wilkinson
5 abstained, and Director Suggs absent.

6
7 Agenda Item #5 - Approval of July Disbursement Reports. Director Wilkinson made a motion to
8 approve the July disbursement reports, seconded by Vice-President Mercer. A brief question
9 answer period followed, and the Directors asked the General Manager to revisit converting the
10 Well#2 building into a bathroom at the wetlands in lieu of renting the port-a-potty. The motion
11 carried (4-0). Director Suggs absent.

12
13 Agenda Item #6 – Selection of a Roofing Contractor. Before the motion was made, Director
14 Wilkinson disclosed that she currently has a contract with Harbert Roofing to repair some
15 roofing issues at her home. The General Manager explained that we really only have one vendor
16 to choose from because Boster Roofing called back and said they can't do prevailing wage and
17 the third vendor did not return a bid before the meeting. Director Wilkinson made a motion to
18 approve the proposal provided by Harbert Roofing, seconded by Vice-President Mercer. The
19 motion carried (4-0). Director Suggs absent.

20
21 Agenda Item #7 – Discussion on Grand Jury Report. Vice-President Mercer asked that this item
22 be included on the agenda so we could go over the findings on the Grand Jury Report on Clear
23 Creek Community Services District and discuss any potential weaknesses that our District may

1 have. After a lengthy discussion the Directors were satisfied that our District has a very good
2 handle on our financial policies and procedures. The General Manager stated that next year,
3 after the rate studies are concluded, she will be updating our policies for their review.

4
5 Agenda Item #8 – Communications:

6 Staff –The General Manager requested that the Directors spread the word about the
7 income survey and its importance to the community. She reminded staff that our
8 September Board Meeting will be held on October 4, 2023, so we can have a quorum to
9 review and discuss the rate studies.

10
11 Directors – Director Wilkinson reported that she does not have an update on the status of
12 the road improvements, but Supervisor Nolan advised her that she would look into it. She
13 also provided the sample letter to the Tehama County Board of Supervisors in support of
14 the grant funding request for assistance in reducing fuel and improving defensible space.
15 The General Manager said she would provide copies of that letter to customers that come
16 into the office, and she would send one on our letterhead. The Directors advised the
17 General Manager of their vacation schedules to assure we would have a quorum for the
18 October 4, 2023 board meeting. Director Wilkinson will be out of town and the General
19 Manager suggested that if we receive the draft rate studies before she leaves she could
20 email them to her for her review and she could formulate questions to be asked of the
21 consultants.

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2 Having no further business to discuss, Vice-President Mercer made of motion to adjourn the
3 meeting at 8:00 p.m., seconded by Director Wilkinson. The motion carried (4-0). Director Suggs
4 absent.

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6 Respectfully submitted,

7 A handwritten signature in blue ink that reads "Martha Slack". The signature is written in a cursive, flowing style.

8
9 Martha Slack, General Manager

Addendum A
 Manager's Report
 August 11, 2023

Drought/Water Consumption/SGMA:

As of August 10, 2023, our current season to date precipitation is 39.27inches, which is 119% of the normal season to date of 32.98inches. Shasta Lake is 27.31feet from the crest. The August 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	39.27	32.98	119%	27.31
2021/2022	18.84	32.99	57%	131.22
2020/2021	13.81	33.80	40%	152.03

Field Crew:

We have not received any additional hookups and the count remains at:

Connections to Date 2022/2023	#
Water 1" Meter	5
Water 2" Meter	0
Water 1" Landscape Meter	1
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:

- Purchased a new 4" trash pump and were able to get a step down in head requirement which reduced the cost from the quoted \$5,000 to \$2,800.
- Work started on locating services and main lines on Sandpiper and Windward on July 24th. Last week RTA poured the concrete kickers for both streets and Tuesday August 15th they will be cutting the pipe on Sandpiper and residents will be without water for most of that day. Door hangers were hung on customer's doors and an alert was published advising the residents of the interruption in service. The same procedure will be followed on Windward.
- A valve stem on a hydrant being used by the RTA vac-truck stuck in the open position and we had to shut off the water on Windward. Staff dug up the hydrant and secured the water, but repair of the hydrant is pending availability of repair parts.
- The flow meter on the effluent line is giving us problems and setting off alarms. Initially the field crew suspected it was the effluent pump, but they have isolated the problem to the flow meter. Billy has ordered new gaskets and they will be pulling out the flow meter when the parts arrive.

- DWR-ERP Leak Detection was performed on Acacia Place and Table Mountain. This was a free service provided by Cal Rural Water Association for our operators to observe the techniques and understand what they are looking for in leaks. We chose two streets that have had complaints of standing water in wintertime.

Pending projects and their estimated completion dates:

- Installation of the additional sampling stations- as soon as the parts arrive.
- More sewer patch repairs- as time allows
- Completion of Sewer Camera Project-late summer early fall
- Completion of abandonment of 12" water line.
- Raising the old drying bed wall and moving the diesel tank- before fall.
- Repair or replace the hydrant on North Marina/Windward with stuck valve stem. As soon as the parts arrive.
- Hydrant identification painting

Solar updates period July 5, 2023 through August 3, 2023:

	True-Up Month	Current Month Net Energy Usage	Cumulative Energy or Credits Dollar True-up	Cumulative Non-Bypassable Charges
Office	August	(\$137.32)	\$39.67	\$395.45
WWTP	November	\$(143.19)	\$17,119.32	\$2,825.80
Well#6	February	\$1,469.61	\$(10,843.63)	\$712.68
Well#5	March	\$(3,029.63)	\$ (9,606.42)	\$1,339.13

Regulatory:

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

Admin:

- Our new phone system was installed in late July. It required some new wiring and we have not switched our lines over yet to make sure we have all the internet issues resolved before we do it.
- 111 delinquent accounts in the amount of \$21,371.12 were turned over to Tehama County for collection through the taxes on August 10, 2023.
- The air conditioner at the office failed and required replacement. I secured three quotes and chose the least expensive, most qualified proposal. It was installed on a Saturday and the office had to do without air conditioning for about two weeks. Miserable!!
- Had a zoom meeting with RCAC this morning to start the income survey. We will be gathering information for them next week and the surveys will be going out in a couple of weeks.
- Sexual harassment classes were held on August 9, 2023 for staff and Board members.
- Sherry and Billy have covid.
- Tommy Cherry our worksite learner was bit by a rattlesnake down near the diesel tank.

He jumped down off the tractor and thought he hurt his foot but later that night had to go to the emergency room. The Rattler bit through his boot. He was put in the ICU for three days so they could do hourly measurements of his leg. He was released on Thursday. A claim was opened with ACWA because his work site learning last day was the 3rd. We have a resolution for volunteer coverage so we are covered, but ACWA may try to get some reimbursement from the College.

