

MINUTES OF THE FIVE HUNDRED AND SIXTIETH REGULAR MEETING OF
THE BOARD OF DIRECTORS OF THE RIO ALTO WATER DISTRICT HELD ON
WEDNESDAY, NOVEMBER 16, 2016, AT 6:30 P.M., AT THE DISTRICT BOARD ROOM.

DIRECTORS PRESENT:

Joe Adams, Acting President
Mark Reese, Vice-President
Don Moitoza, Director
Dave Anders, Director
Craig Weaver, Director

STAFF PRESENT:

Martha Slack, General Manager
Mike Brown, Operations Supervisor
Terri Taggart, Secretary

ALSO PRESENT:

Tom Warnock, PACE Engineering, Project Engineer
Louise Wilkinson, Homeowner
Steven Gibbs, Homeowner

ABSENT:

All Board members were present.

- 1 The meeting was opened at 6:30 p.m., by Acting President Adams who chaired the meeting.
- 2
- 3 Agenda Item #1 - Public Comment. Louise Wilkinson congratulated Craig Weaver on his
- 4 appointment to the position of Board Director, and also congratulated the three incumbents on
- 5 the election.
- 6
- 7 Agenda Item #2 – Approval of Excused Absences. All Board members were present.

1 Agenda Item #3 – Managers Report. The General Manager suggested we move on to Agenda
2 Item #4, since Tom Warnock, Project Engineer, was already present in the audience.

3

4 Agenda Item #4 – Discussion and Action on Wetlands Erosion and Overflow Culvert. Vice-
5 President Reese explained that after the last rain event he visited the wetlands and observed the
6 overflow pipe in Pond 1 was submerged and not handling the flow out of the pond. The
7 elevation had risen to the top of the overflow pipe and was going to reach the top of the berm.
8 District staff also had the same observations, and were making plans on how to correct the
9 problem to avoid more erosion and make the overflow drain more efficient. Vice-President
10 Reese emailed staff with his concerns. The Operations Supervisor informed the Directors that
11 the field staff pumped out several feet of water from Pond #1 to Pond #2, dug a trench to help
12 expedite draining of the water, and daylighted it to Pond #4. The Operations Supervisor
13 commented that he and the Project Engineer have been working closely together to come up with
14 ideas on how to correct the situation. The Project Engineer stated the concerns are valid, and he
15 appreciates the observations that were made. The Project Engineer and Operations Supervisor
16 agreed on a plan to install (3) new 12 inch overflow pipes and (3) 12 inch valves, which will
17 allow more flexibility to fill and disburse water to the ponds. The Operations Supervisor
18 estimated the costs for materials and labor to complete the repairs will be approximately
19 \$14,000. The Project Engineer informed the Board that PACE Engineering will absorb those
20 costs. Vice-President Reese made a motion, seconded by Director Moitoza, to move forward
21 with the repairs. The work will be done in-house and be reimbursed by PACE. The motion was
22 carried 5-0.

23

1 Agenda Item #3 – Manager’s Report. The General Manager presented the Manager’s Report
2 Update through November 16, 2016 (see attached Addendum A to the minutes).

3
4 Agenda Item #5 - Approval of the Minutes from the Five Hundred and Fifty-Ninth Regular
5 Meeting of the Board of Directors held on October 19, 2016. Director Moitoza made a motion,
6 seconded by Director Anders, to approve the minutes from the Five Hundred and Fifty-Ninth
7 Regular Meeting. Vice-President Reese pointed out an error on Page 7, Line 1; at the end of the
8 first sentence a new sentence should be added “The Board of Directors agreed with Vice-
9 President Reese’s recommendations”. Vice-President Reese suggested another change be made
10 on Page 7, Line 15; after the word “Package” a period should be inserted and the rest of the
11 sentence deleted. The errors were noted. The motion was carried 5-0 with corrections.

12
13 Agenda Item #6 – Approval of the October 2016 Disbursement Reports. Director Moitoza made
14 a motion, seconded by Director Weaver, to approve the October Disbursement Reports. The
15 motion was carried 5-0.

16
17 Agenda Item #7 – Discussion of the Annual Holiday Dinner. The General Manager thanked
18 Director Moitoza and Flo Moitoza for helping out with the Holiday Dinner. She said the dinner
19 will be held in the small meeting room at the Lake Club on December 9, 2016 at 6:30 p.m.
20 Johnie Tomlin will be our Chef, and the evening should be a lot of fun.

21
22 Agenda Item #8 – Communications - Staff. The General Manager advised the Board that while
23 attending a Defensive Driving Class given by ACWA, she was informed that the District will be
24 receiving a safety reward. It will be announced at the ACWA Conference and then they will

1 send the award. There was a short discussion regarding what to do with District vehicles when
2 they are no longer being used. The General Manager said she would do some research to
3 determine the procedure for a public agency to sell and/or dispose of District vehicles.

4
5 Agenda Item #8 – Communications – Directors. Director Anders wanted to say thanks to the
6 Operations Supervisor for his good explanation of the solution to the problem at the wetlands. A
7 brief discussion was held regarding the operators in Dunsmuir and Weed that are going to be
8 criminally charged for fraudulent reporting.

9
10 Having no further business to conduct, Director Weaver made a motion, seconded by Director
11 Moitoza, to adjourn the meeting at 8:10 p.m. The motion was carried 5-0.

12

13 Respectfully submitted,

14 

15 Terri Taggart, Secretary

PROJECT UPDATE:

Wetlands:

Attached is a copy of Director Reese's observations of the wetlands emailed to me last week. We will be discussing this in Agenda Item #4. Mike and field staff are currently draining about 24 inches from Pond #1 into Pond #2 to allow for immediate repair of the planting areas, and to install a second larger culvert in Pond #1. We are currently discharging into Pond #2 and want to provide a 6" buffer for rain in Pond #1. USDA will be interviewing the District because they would like to spotlight the project.

Drought:

Our cumulative reduction in consumption as of the last meter bills is 29%. I placed calls to all abnormally high meter reads to advise them to check for leaks and it appears they have located several. Facebook is lighting up with complaints of our rates, but people need to realize they need to take charge of their water consumption if they want to save money. If you hear complaints in the District please direct them to the office, I always give time to customers and most customers are understanding when they are educated. Northern California is currently not experiencing drought conditions but 43% of the state is still experiencing extreme to exceptional drought conditions. It will be interesting to see how this is handled when the State reviews mandated drought implementation in December.

WWTP:

Several meetings have been held on the SCADA implementation and we are currently adding several alarms to the system. Sludge was picked up and delivered to the landfill. Field crew are preparing the plant for winter operations.

Miscellaneous:

The auditor was here the first week of November doing his field work. Office staff has provided the documents required to CUSI and we are having conference calls to explain our requirements and how they will be met with the new system. We had two new water and sewer connections last week. Unfortunately one of the sewer laterals was located in the street and field crew had to do some digging and asphalt cutting. We called the County Election Department and they won't certify the election results for another 28 days, but so far it appears the winners are Mark Reese, Dave Anders and Don Moitoza.

Current and Upcoming Projects:

- Completion of exercising valves.
- Replace turf in office backyard.
- SCADA install (in process).
- Computer Conversion (in process).