

MINUTES OF THE SIX HUNDRED AND TWENTY- SEVENTH REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE RIO ALTO WATER DISTRICT HELD ON WEDNESDAY, FEBRUARY 16, 2022, AT 6:30 P.M., AT THE DISTRICT BOARD ROOM.

DIRECTORS PRESENT:

Craig Weaver, President  
Louise Wilkinson, Vice-President  
Rick Brubaker, Director  
Ginny Mercer, Director  
Peter Suggs, Director (Attending by phone)

STAFF PRESENT:

Martha Slack, General Manager

ALSO PRESENT:

Roger Horton, Homeowner  
John Wimmer, Homeowner

ABSENT:

No absences

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2 Agenda Item #1 - Public Comment. No public comment.

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4 Agenda Item #2 - Approval of Excused Absences. No absences.

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6 Agenda Item #3 – Manager’s Report. The General Manager presented the Manager’s Report  
7 through February 11, 2022.

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9 Agenda Item#4 – Review of the 2020/2021 Proposed Final Audit. The General Manager advised  
10 the Directors that the Final Audit will not have any changes to it other than formatting and  
11 grammatical changes. Vice-President Wilkinson told the Directors that she reviewed the Audit  
12 and thought it was one of the best audits she has reviewed. Director Suggs agreed with her.

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Agenda Item #5- Presentation by Operations Supervisor Mike Brown on Sewer Patches

Performed. Operations Supervisor Mike Brown and Systems Operator Scott Russell presented videos showing the before and after sewer patch repairs completed on Rio Alto Drive. A long presentation was held on the procedures for slip patch repair. The Directors were very impressed and asked if they could be present at the next repair.

Agenda Item #6 – Approval of the Minutes of the Six Hundred Twenty Sixth Regular Meeting of the Board of Directors Held on January 19, 2022. Vice-President Wilkinson made a motion to

approve the Minutes of the Six Hundred Twenty Sixth Regular Meeting of the Board of Directors Held on January 19, 2022, seconded by Director Brubaker. The motion carried (5-0). Director Mercer asked the General Manager if she had been able to confirm new hire vaccination requirements and the General Manager stated she had not yet.

Agenda Item #7 – Approval of the January Disbursement Reports.

Director Mercer made a motion to approve the January Disbursement Reports, seconded by Vice-President Wilkinson. The motion carried (5-0). Director Mercer asked the General Manager if it was necessary to make so many orders of chlorine within the month. The General Manager explained that we generally order every week, and that Chlorine is one on the supply item shortages in demand. She further explained that we need to be careful with shelf life of the chlorine. The General Manager also advised the Directors that we had just made our first payment to Superior Tank Solutions which will show up on next month’s disbursement report.

1 Agenda Item #8 -Review of Offer on Lake Lots. The General Manager stated that, in addition to  
2 the offer received by Ignacio and Alicia Lucero, the District has received three other enquiries.  
3 After a brief discussion, Director Brubaker made a motion not to accept the offer with the  
4 explanation that we would like to receive an offer closer to our asking price of \$107,000 each,  
5 seconded by Vice-President Wilkinson. The motion carried (5-0). The General Manager stated  
6 that she would relay that information to the Lucero's. The Directors also directed the General  
7 Manager to advertise in the POA newsletter and possibly on Craig's list.

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9 Agenda Item #8 - Communications:

10 Staff – The General Manager discussed the upcoming ACWA conference and advised the  
11 Directors that she had registered all of them and was looking into hotel accommodations.  
12 She stated we will go over the class schedule when available. The General Manager  
13 reminded the Directors to complete their form 700's and get them back to Sue as well as  
14 their W4 and automatic deposit forms.

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16 Directors – Vice-President Wilkinson stated that she attended the Board of Supervisors  
17 meeting and learned that many resident's wells are going dry in Tehama County. Vice-  
18 President Wilkinson advised the Directors that the POA budget was approved at the last  
19 POA meeting. She also advised the Directors that our request for no planting of redwood  
20 trees and oleanders bushes within 25 feet of our water and sewer lines was accepted by  
21 the AC Committee.

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1 Having no further business to discuss, Director Mercer made a motion to adjourn the meeting at  
2 8:30 p.m., seconded by Director Brubaker. The motion carried (5-0).

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4 Respectfully submitted,

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7 Martha Slack, General Manager

Addendum A  
Manager's Report  
February 11, 2022

Drought/Water Consumption/SGMA:

The new water year which began October 1<sup>st</sup> shows 14.77 inches of rain as of February 11, 2022 compared to the average normal season to date of 19.79 inches, which is only 75% of the average. Shasta Lake level has increased by 9.54 feet and is now 131.50 feet from the crest. This increase can only be attributed to snowmelt because we have received no rain. The current discharge from Shasta Lake is 3,109fs. At this time last year, the lake level was 95.95 feet from the crest, 35.55 feet higher than this year, and in 2020 the water level was 37.34 from the crest. The dry January brought down the snowpack from above average to average levels. To remain at average of near average levels we need a wet February and March. There is little to no rain predicted for February and current temperatures are setting February records which is causing premature snowmelt. If we do not receive a significant amount of rain in March, I am sure the Governor's voluntary 15% reduction will change to a mandatory status.

Field Crew:

We had three additional connections since last report. Sue still has 16 applications prepared based on the AC committee approvals and field crew observations. We are getting closer to our budget of (14) water and (12) sewer connections as follows:

Connections to Date 2021/2022	#
Water 1" Meter	12
Water 2" Meter	0
Water 1" Landscape Meter	0
Water ¾" Landscape Meter	0
Normal Sewer/LPSS	8
Commercial Sewer	0

The field crew completed 2 major sewer patches on Rio Alto Drive. These patches were more complex than normal patches requiring positioning right near the manhole and double patches installed. We hope to do a couple more patches before Mike retires to assure the crew has adequate experience. District personnel have completed weed spraying at the wetlands, lots, office and WWTP, but with current weather patterns I am sure they will have to do it again. The two manhole risers were installed as agreed upon with the asphalt contractors. The field crew has completed the installation of fence posts and trenching for the wiring at Lift station #4. The electrician is still waiting for parts for the new control panel, but we are ready for him. The new radar has been installed at Lift Station #1. Field crew installed three new meters and located sewers for construction. They also repaired the level indicator on the Booster Tank. They are now preparing for installing a valve on effluent force main.

Solar:

Solar updates period December 5, 2021 through January 3, 2022:

	True-Up Month	Current Month Net Energy Usage	Cumulative Energy or Credits Dollar True-up	Cumulative Non-Bypassable Charges
Office	August	\$0.	\$(380.68)	\$60.10
WWTP	November	\$3,122.60	\$4,855.52	\$520.51
Well#6	February	\$1,361.67	(1,376.29)	\$4,876.00
Well#5	March	\$(0)	\$(1077.51)	\$2,987.19

I have messages into PG&E because their reports are not calculating correctly on the office and Well#5.

Regulatory:

Enclosed are the January water and wastewater reports. Tom Chism from Shasta Lake Wastewater Treatment Plant toured our facility and met with Scott to go over new ELAP assessments. Scott provided him with copies of our findings so he could be better prepared for their assessment.

Admin:

Delinquent charges were reinstated effective January 1, 2022. Charges were assessed on August 9, 2022. The amount charges was approximately \$3,700 on metered accounts and \$1800 on the lots. I am in the process of rewriting notices in compliance with SB998 rules regarding water shutoffs and payment contracts. These notices will be completed next week, and we will begin the shutoff process on several very delinquent customers. The state has additional Covid funding after the water arrearages program was closed so we are currently working on applying for wastewater arrearages.

