

1 MINUTES OF THE SIX HUNDRED AND SIXTY SECOND REGULAR MEETING OF THE  
2 BOARD OF DIRECTORS OF THE RIO ALTO WATER DISTRICT HELD ON  
3 WEDNESDAY, NOVEMBER 13, 2024, AT 6:30 P.M., AT THE DISTRICT BOARD ROOM.  
4  
5

6 DIRECTORS PRESENT:

7  
8 Rick Brubaker, President  
9 Ginny Mercer, Vice-President  
10 Louise Wilkinson, Director  
11 Drew Battles, Director  
12 Pete Suggs, Director  
13

14 STAFF PRESENT:

15  
16 Martha Slack, General Manager  
17  
18

19 ALSO PRESENT:

20  
21 James Rosales, Resident  
22

23 ABSENT:

24  
25 No absences  
26

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

28  
29 Agenda Item #2 – Approval of Excused Absences. No absences.

30  
31 Agenda Item #3 – Manager’s Report. The Manager presented the Manager’s Report through  
32  
33 Nov. 8,2024.  
34  
35

36 Agenda Item #4 – Approval of the Minutes of the Six Hundred and Sixty First Regular Board

37 Meeting Held on October 16, 2024, at 6:30 p.m. in the District Board Room. Director

38 Wilkinson made a motion to approve the Minutes of the Six Hundred and Sixty First Regular

1 Board Meeting held on October 16, 2024, seconded by Vice-President Mercer. The motion  
2 carried (4-0). Director Suggs abstained.

3  
4 Agenda Item #5 – Approval of the October Disbursement Reports. Director Wilkinson made a  
5 motion to approve the October Disbursement Reports, seconded by Director Suggs. A brief  
6 question and answer period was held. The motion carried (5-0).

7  
8 Agenda Item #6 – Review and Possible Approval of Resolution 06-24, Adopting the Proposition  
9 4 Appropriation Limits for the Fiscal Year 2024-2025. Director Wilkinson made a motion to  
10 review and approve Resolution 06-24, Adopting the Proposition 4 Appropriation Limits for the  
11 Fiscal Year 2024-2025, seconded by Vice-President Mercer. The General Manager offered a  
12 brief explanation of the Appropriations Limits for new Director Battles. The motion carried (5-  
13 0).

14  
15 Agenda Item #7- Review and Possible Approval of the Rio Alto Water District Hydrant Meter  
16 Rental Policy. Vice-President Mercer made a motion to approve the Rio Alto Water District  
17 Hydrant Meter Rental Policy, seconded by Director Wilkinson. The General Manager explained  
18 the need for implementing this policy. The motion carried (5.0)

19  
20 Agenda Item #8 – Review and Possible Approval of the Rio Alto Water District California  
21 Workplace Violence Prevention Plan. Director Battles made a motion to Review and Approve  
22 the Rio Alto Water District California Workplace Violence Prevention Plan, seconded by  
23 Director Wilkinson. A brief discussion was held, spelling errors were noted and Director Battles  
24 suggested calling DFG to see what procedure they recommend when faced with a mountain lion.  
25 The General Manager agreed to call DFG and correct the spelling errors. The General Manager

1 stated that we will need to replace the gates at the WWTP and install an electronic gate opener to  
2 comply with actions plans for the WWTP. She advised the Directors that she had investigated  
3 this, and we might be able to do this for approximately \$5K. The motion was corrected to  
4 include spelling error corrections and addition of any information recommended by DFG to  
5 handle confrontation with a mountain lion. The motion carried (5-0).

6  
7 Agenda Item #9 – Review of Draft Resolution and Cross Connection Control and Backflow  
8  
9 Program for Rio Alto Water District. The General Manager explained that the Plan must be in  
10 place by July 1, 2025, and all new construction will require an above ground testable backflow  
11 device installed after the meter. The plan requires surveys done by a certified backflow tester  
12 annually. We have met with former employee Chris Carr who works for Shasta Lake City who is  
13 certified to prepare the surveys. We will outsource the surveys to him because the certification  
14 of one of our employees is not cost effective at this time. We will have to change our water  
15 meter installation specifications to reflect this change. We hope to have the resolution and plan  
16 in final form to present to the Board at the December meeting.  
17  
18  
19  
20  
21  
22  
23  
24  
25

26 Agenda Item #10 – Discussion and Possible Action on Publishing and Holding a Public  
27 Hearing in December to Waive the Reading and Introduce the Ordinance Establishing  
28 Compensation of the Board Members at \$130 per meeting with a limit of two meetings per  
29 month. Director Wilkinson made a motion to give the General Manager instruction to continue  
30 with the process of publishing and holding a Public Hearing in December to Waive the Reading  
31 and Introduce the ordinance establishing Compensation of the Board Members at \$130 per  
32 meeting with a limit of two meetings per month, seconded by Director Suggs. The motion  
33  
34  
35  
36  
37  
38  
39

1 carried (5-0).

2  
3 Agenda Item #11 – Income/Expense Reports 7/1/24 through 9/30/24. The General Manager  
4  
5 presented the 1<sup>st</sup> quarter Income/Expense Reports for Fiscal Year 24/25. The General Manager  
6  
7 provided a brief explanation on how to read the reports for the benefit of new Director Battles.  
8

9  
10 Agenda Item #12 - Communications:

11  
12 Staff: The Manager reminded the Directors of the Holiday Dinner date of Saturday, December  
13 7<sup>th</sup>. She also reminded the Directors that the December Board Meeting will be held on  
14 December the 11<sup>th</sup>.

15  
16 Directors: None

17  
18 Having no further business to discuss, Director Suggs made a motion to adjourn the meeting at  
19 7:45 p.m., seconded by Vice-President Mercer. The motion carried. (5-0).

20  
21 Sincerely,

22   
23

24 Martha Slack, General Manager  
25

Addendum A  
 Manager's Report  
 November 8, 2024

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

Water Year	October 9 Precipitation Received	Average Precipitation to Date	Percent of Average	Shasta Lake feet from Crest
2024/2025	0.87	2.44	35%	79.26
2023/2024	0.54	2.45	22%	53.54
2022/2023	0.61	2.17	28%	148.05

Consumption for the period 9/3/24 – 11/4/24 is 8.96% lower than 2013 consumption for the same period and year to date consumption is 23.37% lower than the year-to-date totals for 2013.

Field Crew:

We did not receive any additional connections since last reported. Connections to date this fiscal year are:

<b>Connections to Date 2024/2025</b>	<b>#</b>
<b>Water 1" Meter</b>	<b>3</b>
<b>Water 1" Duplex</b>	<b>0</b>
<b>Water 2" Meter</b>	<b>0</b>
<b>Water 1" Landscape Meter</b>	<b>0</b>
<b>Water ¾" Landscape Meter</b>	<b>1</b>
<b>Normal Sewer/LPSS</b>	<b>0</b>
<b>Commercial Sewer</b>	<b>0</b>

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

- Filled 500k tank after repairs completed, inspected and placed back on-line.
- Cleared vegetation around the pond overflows prepare for winter flows.
- Began wetlands pond vegetation thinning. This will be an ongoing project.
- Cleaned and TV'd the sewer line on Sloop a second time.
- Replaced tires on sewer cleaner
- Replaced 2 tires on dump truck.
- Dean is working on the Backflow Prevention Plan which will change our water connection specifications and needs to come to the board as a resolution.
- Met with Chris Carr from Shasta Lake City to secure his services in performing backflow/cross connections surveys.
- Group meetings with General Manger in preparing Work Place Violence Protection Plan and action plans.
- Assisted General Manager in forming a Hydrant Meter Policy.
- Ordered and received the sewer patch repair kits.

- Organized burn piles at the WWTP.
- Finished organizing the flammables building at WWTP and repair roof.
- Repaired water leak on Squaw creek.

Pending projects:

- More sewer patch repairs- as time allows. (Fall)
- Completion of Sewer Camera Project.
- Completion of the Hydrant identification cap painting.

Regulatory:

The October Water and Wastewater Reports are included in the board package. Still waiting on the PFA/PFO's results. We had another positive Bacti in October. They were very low numbers and Dean is preparing a level 1 assessment. We think maybe the tanks flipped with the colder weather and/or the hydrant meter usage from the road people may have caused this. (Hence, the new Hydrant Meter Rental Policy)

Solar Updates:

Solar updates period October 2, 2024 through October 31, 2024:

	<u>True-Up Month</u>	<u>Current Month Net Energy Usage</u>	<u>Cumulative Energy or Credits Dollar True-up</u>	<u>Cumulative Non-Bypassable Charges</u>
Office	August	\$(145.86)	\$(436.46)	\$ 72.84
WWTP	November	\$2,138.27	\$20,266.88*	\$3,259.37
Well#6	February	\$(4,451.07)	\$(8,461.70)	\$3,536.59
Well#5	March	\$8,154.51	\$ (5,607.21)	\$2,756.38

- True-up

Admin:

- Prepared Gann Appropriation Limit Resolution.
- Held working employee participation meetings for the Work Place Violence Prevention Plan and prepared a plan.
- Prepared a Hydrant Meter Rental Policy.
- Waiting on final audit from Auditors.
- Metered billings.
- Unofficial Director Election Results:
 

Richard Brubaker	564
Peter Suggs	490
Louise Wilkinson	475
Clay Lowery	371



# Rio Alto Water District

22099 River View Drive, Cottonwood, California 96022

Telephone 530-347-3835 • Fax 530-347-1007

www.rawd.org

DATE: November 13, 2024

## BOARD MEETING ATTENDANCE

<u>NAME</u>	<u>ADDRESS</u>	<u>AFFILIATION</u>
<i>James Rosales</i>	<i>19542 Canyon Dam Pl.</i>	<i>Resident</i>

**SIGNING, REGISTERING, OR COMPLETION OF THIS DOCUMENT IS VOLUNTARY.**