

1 MINUTES OF THE SIX HUNDRED AND SIXTY THIRD PUBLIC HEARING AND
2 REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE RIO ALTO WATER
3 DISTRICT HELD ON WEDNESDAY, DECEMBER 11, 2024, AT 6:30 P.M., AT THE
4 DISTRICT BOARD ROOM.
5
6

7 DIRECTORS PRESENT:

8
9 Rick Brubaker, President
10 Ginny Mercer, Vice-President
11 Louise Wilkinson, Director
12 Drew Battles, Director
13 Pete Suggs, Director
14

15 STAFF PRESENT:

16
17 Martha Slack, General Manager
18
19

20 ALSO PRESENT:

21
22 Kathy Bezayiff, Homeowner
23

24 ABSENT:

25
26 No absences
27

28 Public Hearing:
29

30 Agenda Item #1 – Introduction of Ordinance No. 100-2 Establishing Compensation for the Board
31 of Directors. Accepting Public Comment and Schedule Second Reading and Proposed Adoption
32 at the January 15, 2025 Meeting. The General Manager read Ordinance No. 100-2 and asked for
33 public comment. Having no public comment, Vice-President Mercer made a motion to Schedule
34 a Second Reading and Proposed Adoption at the January 15, 2024 meeting, seconded by Director
35 Wilkinson. The motion carried (5-0).
36
37

1 Regular Meeting:

2
3
4 Agenda Item #2 – Public Comment. Homeowner, Kathy Bezayiff thanked the Board and Staff
5 for all their hard work.

6
7 Agenda Item #3 – Approval of Excused Absences. No absences.

8
9 The General Manager asked to proceed to Agenda Item #10 now, because we had the Auditor on
10 standby for a Zoom Presentation on the final Audit Report for Fiscal Year 2023-2024.

11
12 Agenda Item #10 – Presentation and Approval of the Final Audit for Fiscal Year 2023-2024.

13 Michael Fink, CPA for Fechter & Company gave a power point presentation and explanation of
14 the Final Audit for Fiscal Year 2023/2024. The Auditor reported that we had a “clean” audit and
15 thanked staff for their help. The Directors thanked the Auditor for his detailed presentation.

16 Director Wilkinson made a motion to approve the Audited Financial Statements for Fiscal Year
17 2023/2024, seconded by Director Suggs. The motion carried (5-0).

18
19 Agenda Item #4 – Present Election Results and Administer Oaths of office to Newly Elected

20 Directors. The General Manager read the election results. Vice-President Mercer made a motion
21 to Approve the Director Election Results and to proceed with administering of the Oaths of
22 Office, seconded by Director Battles. The motion carried (5-0). The General Manager
23 administered the Oaths of Office to newly elected Directors, Richard Brubaker, Peter Suggs, and
24 Louise Wilkinson.

25
26 Agenda Item #5 – Nomination and Elections of Director officers. Director Suggs nominated

27 Director Brubaker for the office of President, seconded by Vice-President Mercer. Director

1 Wilkinson nominated Director Mercer for the Office of Vice-President, seconded by Director
2 Suggs. Having no further nominations, Director Suggs made a motion to accept the nominations
3 of Richard Brubaker for President and Ginny Mercer for Vice- President. The motion carried (5-
4 0). Director Suggs called for the vote on Richard Brubaker for President of the Board of
5 Directors, seconded by Director Mercer. The vote was (5-0) in favor of electing Richard
6 Brubaker as President of the Board. Director Battles called for the vote on Ginny Mercer for
7 Vice-President of the Board of Directors, seconded by Director Wilkinson. The vote was (5-0) in
8 favor of electing Ginny Mercer as Vice President of the Board.

9
10 Agenda Item #6 – Manager’s Report. The Manager presented the Manager’s Report through
11
12 December 6, 2024.

13
14
15 Agenda Item #7 – Approval of the Minutes of the Six Hundred and Sixty Second Regular Board
16 Meeting Held on November 13, 2024, at 6:30 p.m. in the District Board Room. Vice-President
17 Mercer made a motion to approve the Minutes of the Six Hundred and Sixty Second Regular
18 Board Meeting held on November 13, 2024, seconded by Director Wilkinson. The motion
19 carried (5-0).

20
21 Agenda Item #8 – Approval of the November Disbursement Reports. Director Wilkinson made a
22 motion to approve the November Disbursement Reports, seconded by Vice-President Mercer. A
23 brief question and answer period was held. The motion carried (5-0).

24
25 Agenda Item #9 – Review and Possible Approval of Resolution 07-24, to Establish a Cross-
26 Connection Control and Backflow Program in Compliance with the State Water Resources
27 Control Board New Cross-Connection Control Policy Handbook. Director Wilkinson made a

1 motion to review and approve Resolution 07-24, to Establish a Cross-Connection Control and
2 Backflow Program in Compliance with the State Water Resources Control Board New Cross-
3 Connection Control Policy Handbook, seconded by Director Battles. The motion carried (5-0).
4 The General Manager informed the Directors that a letter would be going out to known
5 contractors in the community advising them of the change in construction standards.

6
7 Agenda Item #11- Updates from Ad-Hoc Committee Meetings. President Brubaker and Vice-
8 President Mercer updated the other Directors on the information provided at the Succession and
9 Emergency Preparedness Ad-Hoc Committee Meetings held on December 6, 2024.

10
11 Agenda Item #12 - Communications:

12
13 Staff: The General Manager wished the Directors a Merry Christmas.

14 Directors: Director Wilkinson advised the Directors that come January there will be three
15 new Supervisors sworn in to the Tehama County Board of Supervisors. Director
16 Wilkinson asked the General Manager to provide the POA Architectural Committee with
17 the information regarding the new Cross-Connection and Backflow policy.

18 Having no further business to discuss, Vice-president Mercer made a motion to adjourn the
19 meeting at 8:00 p.m., seconded by Director Wilkinson. The motion carried. (5-0).

20
21 Sincerely,

22 
23

24 Martha Slack, General Manager

Addendum A
Manager's Report
December 6, 2024

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

Water Year	December 3rd Precipitation Received	Average Precipitation to Date	Percent of Average	Shasta Lake feet from Crest
2024/2025	9.87	6.04	163%	69.50
2023/2024	3.50	6.33	47%	56.62
2022/2023	3.71	7.04	52%	148.11

Field Crew:

We received one water and one sewer hookup since last reported. Connections to date this fiscal year are:

Connections to Date 2024/2025	#
Water 1" Meter	4
Water 1" Duplex	0
Water 2" Meter	0
Water 1" Landscape Meter	0
Water ¾" Landscape Meter	1
Normal Sewer/LPSS	1
Commercial Sewer	0

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

- Landscaping at the office and cutting up fallen tree in back area.
- 2 sewer tie-ins.
- 1 water install with new backflow standards in place.
- Pulled, cleaned and reinstalled Lift Station #2 pump that stopped working. The pump is working fine now.
- Pulled RAS Pump #1 that stopped working, ordered new parts and repairing next week.
- Preparing required paperwork for ELAP certification.
- Winterized all the equipment before the storm and placed generators in ready position.
- All went well during the storm- WWTP received inflow of over 1 mil in one day.
- Finalized the Backflow Prevention Plan for Board approval and updated our water connection specifications to reflect changes.
- Coordinated all patching with Eagle Paving.

Pending projects:

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

Regulatory:

The November Water and Wastewater Reports are included in the board package. THE PFA/PFO RESULTS FOR WELLS 4, 5 & 6 CAME BACK- ALL NON-DETECT!!!!!!!!!!!!!!
Dodged a bullet there!

Solar Updates:

Unavailable at time of preparation.

Admin:

- Worked with auditors on finalizing the audit.
- Mailed 7 days notices to over 100 customers. Lock offs scheduled for December 10th.
- Update water construction standards.
- Worked on resolution and Ordinance.
- Worked on Emergency Response Overview.
- Attached are copies of President's special Recognition Awards

