

MINUTES OF THE FIVE HUNDRED AND EIGHTY FIFTH REGULAR MEETING
OF THE BOARD OF DIRECTORS OF THE RIO ALTO WATER DISTRICT HELD ON
WEDNESDAY, OCTOBER 17, 2018, AT 6:30 P.M., AT THE DISTRICT BOARD ROOM.

DIRECTORS PRESENT:

Craig Weaver, Acting President
Steve Gibbs, Director
Don Moitoza, Director
Louise Wilkinson, Vice-President
Richard Brubaker, Director

STAFF PRESENT:

Martha Slack, General Manager

ALSO PRESENT:

John Wimmer, Homeowner

ABSENT:

All Board Members were Present

1 The meeting was opened at 6:30 p.m., by Acting President Craig Weaver who chaired the
2 meeting.

3

4 Agenda Item #1 - Public Comment. Homeowner, John Wimmer stated that he didn't have
5 anything right now, but would contribute if anything came up in the meeting.

6

7 Agenda Item #2 – Approval of Excused Absences. There were no absences.

8

9 Agenda Item #3 – Manager's Report. The General Manager presented the Manager's Report
10 Update through October 17, 2018. The Directors requested that the 4 out-of-service fire hydrants
11 be fixed as soon as possible. In addition to what was reported on Addendum A, the General
12 Manager advised the Directors that the District had hosted two ACWA training classes in

1 October, Temporary Traffic Control and Silica. Both classes were held to update the employees
2 on new Cal/Osha standards.

3
4 Agenda Item #4 – Approval of the Minutes from the Five Hundred and Eighty-Fourth Regular
5 Meeting of the Board of Directors Held on September 26, 2018. Vice-President Wilkinson
6 made a motion to approve the Minutes from the Five Hundred and Eighty-Fourth Regular
7 Meeting of the Board of Directors held on September 26, 2018, seconded by Director Gibbs.
8 The motion carried 5-0.

9
10 Agenda Item#5 – Approval of the September 2018 Disbursement Reports. Vice-President
11 Wilkinson made a motion to approve the September 2018 Disbursement Reports, seconded by
12 Director Brubaker. A brief discussion followed. The motion carried 5-0.

13
14 Agenda Item#6 – Income/expense Reports for the Period Ending 9/30/18. The General Manager
15 presented and explained the Income/Expense Reports for the Period Ending 9/30/18.

16
17 Agenda Item#7 – Communications:

18 Staff: The General Manager asked the Directors how many wanted a tour of the Distribution
19 system. Directors Brubaker, Moitoza, Vice-President Wilkinson and Acting President
20 Craig Weaver stated they would all like a tour and they are available in November.

21 The General Manager discussed the Holiday Dinner and how she had neglected to discuss
22 the availability of the December 4 date with the employees. There may be some
23 conflicting schedules so she does not want to confirm the date yet.

1

2 Directors: Director Moitoza asked if we had heard from AT&T about a potential cell
3 tower antenna. The General Manager advised him that we had not received
4 any response to the letters she had sent out, but that it would be a good time
5 to send another letter to all the carriers. Director Moitoza stated that it might
6 be a good idea to contact our Supervisor Garton to see if he wants to piggy back
7 a letter as well because he knows that an AT&T cell tower would benefit him as well.

8

9

10 Having no further business to conduct, Vice-President Wilkinson made a motion, seconded by
11 Director Gibbs to adjourn the meeting at 7:25 p.m. The motion carried 5-0.

12

13 Respectfully submitted,

14 

15 Martha Slack, General Manager

Addendum A
Manager's Report
October 17, 2018

Drought/Water Consumption/SGMA:

The water year begins October 1st of every year. To date we have received .52" of rain with a normal season to date of .41". Lake Shasta level is 91.02 feet from the crest, down 8.38 feet from last month. NOAA is still predicting a 70% chance of a mild El Nino, but it looks like the wetter weather is headed to Southern California for now. The September Groundwater Commission meeting was canceled.

Field Crew:

We received three connections for service in the month of September. While reading meters the field crew found a meter leaking due to root intrusion. They ended up cutting out 4 feet of a 4" diameter tree root that was separating the poly from the meter stop. A letter was sent to the customer advising them to consider removing the tree. The Wetlands Control PLC issue has been resolved. Phil from PACE spent a considerable amount of time and we express mailed the control unit to the manufacturer for evaluation. The manufacturer reset the unit and Phil reprogrammed it. We are still unsure what caused the problem. I will itemize the costs associated with this repair once we have received them all. The auto/manual switch on the generator has been repaired at a cost of \$650.23. All they did was reset the screen. Our employees watched what they did so that if it happens again we will be able to reset it ourselves. They recommend we replace it if it happens again. This year's sludge has been delivered to the land fill. The field crew has flushed and exercised all of the hydrants in the District. They have found 4 hydrants that need repairs. One of these hydrants may need to be replaced. These hydrants have been identified with out-of-service covers. Dean has updated the Emergency Response Plan to include the POA evacuation instructions. You will receive a copy after my review. Mike drove around the District identifying the homes that sit below sewer grade and a letter went out to them requesting they contact the District for instructions on where to have a pop-off installed to avoid potential sewer back-ups.

In addition to their normal duties, the field crew has the following items scheduled for the remainder of October and November:

- Continue repairing broken meter stops
- Valve Exercising
- TVing sewer lines during rain events
- Drought Landscape District Front Office

Regulatory:

Attached are copies of the water and wastewater monitoring reports for September.

Misc.:

My surgery is scheduled for Oct. 23rd and I anticipate being out a couple of weeks. Remote access has been installed on my computer at home so I can be available for the 2nd week. After that I can car pool with either Mike or Scott for the remaining 4 weeks. The room for the Holiday Dinner has been reserved for December 4th 6:30 - 9:30p.m.

