

MINUTES OF THE FIVE HUNDRED AND SIXTY-SECOND REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE RIO ALTO WATER DISTRICT HELD ON WEDNESDAY, JANUARY 18, 2017, AT 6:30 P.M., AT THE DISTRICT BOARD ROOM.

DIRECTORS PRESENT:

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

STAFF PRESENT:

Martha Slack, General Manager
Dean Sherrill, Regulatory Officer
Terri Taggart, Secretary

ABSENT:

All Board members were present.

- 1 The meeting was opened at 6:30 p.m., by President Reese who chaired the meeting.
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3 Agenda Item #1 - Public Comment. There were no members of the public present.
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5 Agenda Item #2 – Approval of Excused Absences. All Board members were present.
6
7 Agenda Item #3 – Presentation by Regulatory Officer Explaining Testing Reports. Review and
8 Approval of Lawrence & Associates Estimate to Prepare Quarterly Maps for WDR Reporting.
9 The Regulatory Officer, Dean Sherrill, explained the testing reports he will be providing to the
10 Directors and answered various questions they had. He said he will prepare new spreadsheets,

1 with current and prior quarters for comparison, as requested by the Directors. The Regulatory
2 Officer explained that our Waste Discharge Reporting (WDR) requires quarterly groundwater
3 maps and gradients that are certified by hydrologists. The Regulatory Officer explained that he
4 had secured the first two quarters at no charge from an associate, but future requests would cost
5 approximately \$1,000 each. The Regulatory Officer solicited a proposal from the local firm of
6 Lawrence & Associates. He presented the estimate from Lawrence & Associates for \$445, per
7 quarter for the first three quarters, with a higher cost for the fourth quarter which includes
8 additional items necessary for the completion of the annual report. The estimate for this work is
9 \$1,870. The directors agreed we need to pay these items now because it is due for the permit,
10 but requested the Regulatory Officer prepare a scope of work and get proposals from several
11 Hydrology Consultants for future work. President Reese made a motion, seconded by Vice-
12 President Anders, to fund Lawrence and Associates for Items 1b and 2, not to exceed \$2315.
13 The motion was carried 5-0.

14
15 Agenda Item #4 – Manager’s Report. The General Manager presented the Manager’s Report
16 Update through January 18, 2017 (see attached Addendum A to the minutes).

17
18 Agenda Item #5 – Review of Aging Delinquencies Schedule on Special Tax. The General
19 Manager discussed the Aging Delinquencies Schedule she prepared, per the discussion from the
20 last Board Meeting.

21
22 Agenda Item #6 – Review and Approve Revised Bylaws. Vice-President Anders made a motion,
23 seconded by Director Moitoza, to approve the revised bylaws. President Reese pointed out an

1 error on Page 33, Section 5, the word “water” should be capitalized. The error was noted. The
2 motion was carried 5-0 as corrected.

3
4 Agenda Item #7 – Review and Approval of Engineering Agreement Amendment #1. Vice-
5 President Anders made a motion, seconded by Director Adams, to approve Engineering
6 Agreement Amendment #1. The General Manager informed the Directors that the Auditor found
7 that the Engineers had failed to prepare amendments when they increased their rates over the life
8 of the project in accordance with the EJCDC Agreement between the District, PACE and USDA.
9 The agreement states they can increase their rates only by the amount of CPI without an
10 amendment to the contract. Although their increases were more than the CPI allowance, the
11 overall budget for Engineering was \$60,000 less than the agreed upon amount. USDA did not
12 have a problem with preparing the amendment after the fact. The motion was carried 5-0.

13
14 Agenda Item #8 - Approval of the Minutes from the Five Hundred and Sixtieth Regular Meeting
15 of the Board of Directors held on November 21, 2016. Director Moitoza made a motion,
16 seconded by Director Weaver to approve the minutes from the Five Hundred and Sixtieth
17 Regular Meeting. Vice-President Anders pointed out an error on Page 44, Line 4; the word “the”
18 after “also” should be removed. Director Moitoza pointed out an error on Page 45, Line 9; the
19 word “efficiently” should be “efficient”. The errors were noted. The motion was carried 5-0
20 with corrections.

21
22 Agenda Item #9 – Approval of the Minutes from the Five Hundred and Sixty-First Regular
23 Meeting of the Board of Directors Held on December 21, 2016. Director Moitoza made a
24 motion, seconded by Vice-President Anders, to approve the minutes from the Five Hundred and

1 Sixty-First Regular Meeting. President Reese pointed out an error on Page 52, Line 9; “#8”
2 should be “#10”. The error was noted. The motion was carried 5-0 with correction.

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4 Agenda Item #10 – Income/Expense Reports for Period Ending 12/31/16. The General Manager
5 gave a brief overview of the Income/Expense Reports for Period Ending 12/31/16.

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7 Agenda Item #11 – Approval of the December 2016 Disbursement Reports. Vice-President
8 Anders made a motion, seconded by Director Moitoza, to approve the December 2016
9 Disbursement Reports. The motion was carried 5-0.

10
11 Agenda Item #12 – Communications - Staff. The General Manager briefly discussed the article
12 (CalPERS Downgrades Earnings) she included in the Board Packet. She reminded them of the
13 CWEA 2017 Annual Awards Banquet that is being held at Rolling Hills Casino January 28,
14 2017, from 5:00–9:00 p.m.

15
16 Agenda Item #12 – Communications – Directors. Director Adams thanked the Board and Staff
17 for their concern while he was sick, and also for the plant they gave him.

18
19 Having no further business to conduct, Vice-President Anders made a motion, seconded by
20 Director Moitoza, to adjourn the meeting at 8:45 p.m. The motion was carried 5-0.

21
22 Respectfully submitted,

23 

24 Terri Taggart, Secretary

Addendum A
Manager's Report
January 18, 2017

Project Update:

Rain has not permitted the installation of the additional two pipes, however, the wetlands held up during our most recent storm activity. Levels never exceeded 6'3" in Pond #1 leaving freeboard of 3.7 feet. We closed the wetlands twice and currently we are asking visitors to refrain from biking on the trails until they have completely dried. Pond #4 currently is holding .7 of a foot of water, Pond #3 is just puddling and Pond #2 is holding .83 of a foot of water. They all are performing the way they are supposed to. PACE Engineering is receiving an award for the wetlands project being held by CWEA at Rolling Hills Casino on 1/28/17. District Staff and Directors are invited to attend. Sherry and I have been working hard to capitalize the project as requested by the Auditor. USDA will be holding its annual compliance and warranty inspection later this month or early February.

Drought:

The drought is officially over for the Northern part of California. How this will play out with State regulations is yet to be seen. Season to date, the North State has received 25.81", over 10 inches above a normal season to date. They are predicting another gully washer next week. Shasta Dam is currently 28.43' from the crest. It is over 100 feet higher than last year at this same time. The Groundwater Commission Meeting for January was cancelled.

WWTP:

The WWTP handled the rain exceedingly well. Field crew had minimal call outs and the improvements will really start showing a decrease in overtime hours. We did have some power issues with lift stations. We are still waiting for the VFD to be replaced on the RAS Pump (warranty work).

Miscellaneous:

Last Sunday we lost a leg of power to Well #6. Well #4&5 were placed online until PG&E restored power on Monday. Scada is being installed now and we will probably go online with our new billing system in February.

Directors:

ACWA can hold a sexual harassment class at the District on the following dates:

Thursday	February 2, 2017
Tuesday	February 28, 2017
Wednesday	March 1, 2017

Please confirm your availability with Terri at the Board Meeting so we can schedule ASAP.

Ethics training will be provided by John Kenny at 4:30 on February 15, 2017 for those Directors who are due: Craig Weaver, Don Moitoza and Joe Adams. This training will precede our meeting for the 15th.