

Minutes of the Regular Board Meeting

Thermalito Water and Sewer District
Minutes of the Regular Board Meeting
August 18, 2020 – 2:00 pm

1. CALL TO ORDER

The meeting was called to order by President Hatley at 2:00 pm

1.1 Flag Salute

Attorney Carter led the flag salute

1.2 Roll Call

Present were President Hatley, Vice President Latulippe and Director Wristen. Also present were Attorney Carter, Office Manager Padilla, Manager Boucher and Engineer Heindell. Director Taggart participated via conference call. Director Reynolds was absent

2. PERSONS DESIRING TO ADDRESS THE BOARD

None

3. CONSENT AGENDA

3.1 Minutes of the Regular Board Meeting held on July 21, 2020

3.2 Financial Statements – June and July 2020

3.3 Water Warrants – Check Number 18139-18204 Total \$459,520.85

Water LAIF Deposit - \$56,912.09

Sewer Warrants – Check Number 7237-7242 Total \$206,190.01

Sewer LAIF Deposit - \$23,087.91

Health Reimb Arrangement – Check Number 2803-2804 Total \$148.41

3.4 Summary of District Operation and Solar Power Generation – July 2020

It was moved by Director Wristen, seconded by Director Latulippe to approve Consent Agenda Items 3.1 - 3.4. Motion carried. Roll Call was taken.

4. ITEMS REMOVED FROM CONSENT AGENDA

None

5. GENERAL ADMINISTRATION BUSINESS

5.1 Board Policies for Directors

President Hatley informed the Board that the Ad Hoc Committee met with staff on August 13th to review over the Directors Policies. He mentioned that two policies which may not be changing are Policy 4.140 – Code of Ethics which was adopted November 19, 2019 and Policy 4.150 – Standing Committees of the Board and SC-OR Commissioners which was adopted on February 15, 2011. He mentioned that staff has taken the existing policies that date back to 2000 and 2003 and have combined them into two draft policies; Policy Number 4.200 - Meetings of the Board of Directors and Policy 4.130 – Directors and Officers. He

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pointed out that on Policy 4.130, the section labeled “Removal” needs to be rewritten as he states that “Any Director appointed by the Board may be removed by a majority vote of the Board whenever in its judgment the best interests of the District would be served.” He mentioned that the terminology needs to be corrected.

He mentioned that once these policies are completed, it will be brought to the Board for review and approval. He stated that these policies once approved will need to be updated and reviewed annually. Roll call was taken.

5.2 October Board Meeting

Manager Boucher is requesting to have the October Board meeting date changed from October 20th to October 27th as he will be on vacation. Consensus of the Board is to change the October Board meeting date to October 27, 2020.

6. WATER BUSINESS

6.1 Eviction Notice for Tenants

Attorney Carter reported that the Stipulation for Entry of Judgement has been signed by the Laudari’s and is now ready to be submitted to Court. He mentioned that the Governor has lifted the restriction on evictions effective September 2nd so if the Laudari’s are not out by August 31st, then the District can start eviction proceedings to be effective on September 2nd. He mentioned that the District has the right to inspect the premises before it is vacated and that the District should pick a couple of dates between now and August 31st in which a physical inspection can be performed. He mentioned that by knowing a few dates, this will allow the tenant to be present during the inspection should they wish to be there. He and Attorney Offord advised not to sign the Stipulation for Entry of Judgement until after the walk-through and that during the walk-through to have a camera available to capture the inside and outside of the premises. Director Wristen mentioned that District staff will need to disclose that they will be recording the walk-through.

6.2 Butte County Morgue Project

Engineer Heindell presented the proposed Morgue/Storage building project in progress for the County. Part of the requirements for water service for the project will be a main line extension along Gillick way to better serve the project. The District will be requiring an easement for the main line extension as well as the previously installed main which connects Gillick Way to Court Street. The easement dedication will be required prior to providing water service.

7. **ATTORNEY REPORT**

None

8. **SEWER BUSINESS**

8.1 **SC-OR Report**

Commissioner Hatley reviewed over the July 22, 2020 Regular Meeting of the Sewerage Commission – Oroville Region that were included in the Board packet.

8.2 **Sewer Standby Fee**

Manager Boucher reported that should a customer need for their water service to be turned off and locked for a period of time, the District has a standby fee which will reduce their billing from \$28.84 to \$5.00 for a 3/4” meter. He is looking into having a sewer standby fee as he mentioned that when the water is off and the meter is locked, the District is still collecting full charges for services that are not being provided. He mentioned that he will met up with Manager Koch from SC-OR to discuss the possibility of having a sewer standby fee.

9. **WYANDOTTE CREEK GSA**

9.1 **Wyandotte Creek GSA Report**

Engineer Heindell reported that there will be a Wyandotte Creek GSA meeting on August 27th at 1:00pm.

10. **MANAGER REPORT**

End of the Summer BBQ: In lieu of our Employee Appreciation Day, staff is looking at having an End of the Summer BBQ. Staff has picked three days in September (September 2nd, September 9th or September 30th) that would be available for all employees to attend. Staff is requesting to close down the office for two hours to enjoy the wonderful BBQ. Consensus of the Board is to hold the End of Summer BBQ on September 30th and to shut the office from 12:00pm – 4:00pm.

Husky Riding Lawn Mower: District staff was planning on taking the 2005 Husky Riding Lawn Mower to the scrap yard. Employee Carolyn Padilla has mentioned that she has a use for the lawn mower. Manager Boucher had staff work on a few parts and the lawn mower has been given to the employee.

Congratulations Directors: Congratulations are in order for Directors Hatley, Taggart and Wristen. All three Directors were elected unopposed.

2020 F-250 SC 4X4 Truck: The F-250 truck for the General Foreman has now arrived. The truck was delivered to the District on August 10th. District budgeted in \$48,000.00; total price for the F-250 Truck was \$49,069.16. The 2015 F-150 Utility Truck has been handed down to Engineer Heindell.

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Community Says Thank You: Congratulations to our Utility Crew for going out and assisting with a fire. Received an e-mail as well as being recognized in the Oroville Mercury from a Lauren Tuft who resides out on 16th Street.

SWRCB Triennial Inspection: District received the 2020 Triennial Inspection Report from the SWRCB.

Utility Cost Management: Received information from Scott McCutcheon of LOAPUD regarding a program that is being offered through the CSDA. In March 2021, PG&E will automatically transition the electricity accounts to new rates and time-of-use periods. The new rates are designated by PG&E. A third party company, UCM will analyze the electricity accounts to determine if new rates will be beneficial at any time prior to March 2021. The District would pay to UCM 42% of the actual savings received. Consensus of the Board is for Manager Boucher to

50hp Boat Motor – 1999 Hydrotech Vessel: Manager Boucher and General Foreman McIntosh purchased a new 50hp Boat Motor from Tracker Boat Center located in Rocklin. District budgeted in \$11,000.00; total price for the 50hp Boat Motor was \$7,936.82.

15hp Boat Motor – Concow Caretaker Boat: Manager Boucher and General Foreman McIntosh purchased a new 15hp Boat Motor from Tracker Boat Center located in Rocklin. District budgeted in \$2,557.00; total price for the 15hp Boat Motor was \$2,742.40.

11. HEARING OF INDIVIDUALS ON NON-AGENDA ITEMS

None

12. BOARD COMMENTS

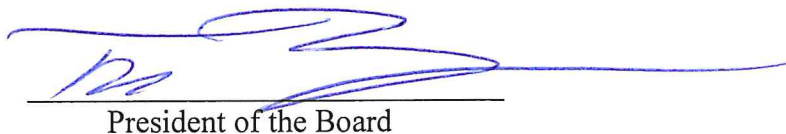
Happy Anniversary to Director Taggart

Congratulations on re-election for Directors Hatley, Taggart and Wristen.

13. ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 3:26 pm.


Secretary of the Board


President of the Board