

Minutes of the Regular Board Meeting

Thermalito Water and Sewer District
Minutes of the Regular Board Meeting
October 27, 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

Director Wristen led the flag salute

1.2 Roll Call

Present were President Hatley, Vice President Latulippe and Director Wristen. Also present were Office Manager Padilla, Manager Boucher, Attorney Carter 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 September 22, 2020

3.2 Financial Statements – September 2020

3.3 Water Warrants – Check Number 18271-18331 Total \$279,676.30

Water LAIF Deposit - \$205,541.66

Sewer Warrants – Check Number 7246-7253 Total \$293,368.53

Sewer LAIF Deposit - \$43,458.34

Health Reimb Arrangement – Check Number 2810-2813 Total \$2,797.12

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

It was moved by Director Latulippe, seconded by Director Taggart 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 Financial Statement – Auditor’s Report for FYE 6/30/20

Manager Boucher mentioned that included in the Board packet is a copy of the Financial Statement for FYE 6/30/20. He mentioned that due to the COVID-19 restrictions, the Districts audit for FY 19/20 was performed by Fechter & Company via their web portal. Sandy Sup from Fechter & Company had mentioned in an e-mail to Office Manager Padilla that the audit went very smoothly this year and that if there were any questions regarding the report or the audit to please contact them. Manager Boucher asked if the Board had found any problems or had any questions regarding the Financials. The Board responded

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with no questions at this time. Motion made by Director Hatley, seconded by Director Wristen and unanimously carried to accept the Financial Statement – Auditor’s Report for FYE 6/30/20. Roll call was taken.

5.2 AB1234 and AB1825 Training

Manager Boucher reminded the Board that mandatory AB1234 and AB1825 Training must be completed before the end of the year. It was decided to schedule the training for Tuesday, November 17th at 10:00 am. The presentation will be given by Attorney Carter at the District office in the Boardroom. Roll call was taken.

6. WATER BUSINESS

6.1 Concow Caretaker/Mobile Home

Manager Boucher mentioned that Richard Laudari and his family have vacated the mobile home as of August 31st. He mentioned that Kyle Kroeger, Concow Caretaker has pass his pre-employment physical and has started working as of October 12th.

After inspection of the mobile, it was noted that the inside of the mobile will require some minor cleaning. On the outside, leaks were found underneath the mobile where rats had chewed through some of the drain lines of the AC unit and a couple of the ducts. The rats also got into some of the insulation and made holes inside some of the plumbing. Staff is making repairs to the plumbing and Feather River Aire will repair the AC unit. Manager Boucher mentioned that the District has some leftover chain link fence from when the solar panels were installed and is planning on fencing in the Concow home for privacy and security purposes. He mentioned that staff is looking into purchasing a generator to operate the well and the remote camera system should the power go out.

6.2 Policy 2.260 – Certification Examination Fees

Manager Boucher reported that Policy 2946 is outdated and needs to be rescinded and that Policy 2.260 is the revised copy. He mentioned that the District pays for the licenses as well as the CEU’s. He mentioned that this policy states that should an employee be late in submitting their license renewal form along with the proper documentation, they will be held accountable for any late fees. Motion made by Director Taggart; seconded by Director Latulippe and unanimously carried to adopt Policy 2.260 – Certification Examination Fees and to rescind Policy 2946. Roll Call was taken.

7. ATTORNEY REPORT

None

8. SEWER BUSINESS

8.1 SC-OR Report

Commissioner Hatley reviewed over the August 31, 2020 Special Meeting, September 8, 2020 Special Meeting, September 23, 2020 Regular Meeting and September 29, 2020 Special Meeting of the Sewerage Commission – Oroville Region that were included in the Board packet.

Commissioner Hatley informed the Board that Ken Shuey of Provost & Pritchard had mentioned that SC-OR budgeted \$10,000 for general engineering consultation. To date, \$3,400.00 has been spent on the auxiliary influent pump station upgrade project and financial analysis. Mr. Shuey anticipates that with the new General Manager, the level of assistance will increase. He suggested to increase the budget from \$10,000 to \$25,000 to give flexibility for help with rates and budgets that the new manager may not be familiar with. There was also talk about hiring a temporary position to help the interim General Manager get up to speed.

Consensus from the TWSD Board is to table this item for further discussion and to not move forward with the \$15,000 increase at this time.

9. WYANDOTTE CREEK GSA

9.1 Wyandotte Creek GSA Report

Engineer Heindell reviewed over the September 24, 2020 Regular Meeting of the Wyandotte Creek – Groundwater Sustainability Agency that were included in the Board packet.

10. MANAGER REPORT

October Vacation Time: Manager Boucher thanked the Board for allowing him time off in October.

City Annexation Meeting: Manager Boucher mentioned that he and Engineer Heindell had a conference call with Steve Lucas (LAFCO) on September 25th regarding the annexation. It was mentioned that at this point, the City has not mentioned any desire to provide water and sewer services. Steve mentioned that there are two options to protect against the District's services should the City of Oroville want to annex into the Thermalito area 1) A condition of the annexation can be that services to be provided by the City exclude water and sewer; 2) An agreement can be entered into between the City and the District stating that the District will be the sole provider of said services.

Thanksgiving Lunch: TWSD annual Thanksgiving potluck will be held at 12:00 pm on Thursday, November 19th.

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Minutes of the Regular Board Meeting
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Bids for Upgrades: The District is in the process of installing a second 150 h.p. raw water pump (the pump that provides water to the filters). It will serve as a backup to the current raw water pump (we currently do not have a backup). The pump and motor will be installed by Commercial Pump and Machinery located in Chico. Currently, we are soliciting bids for the variable frequency drive unit that controls the pump which will be the main expense. This new pump will not only serve as a backup but will also be utilized to serve the next one or two filter racks that may have to be installed depending on future service connections. Currently the plant production is at 85% of capacity during the summer months.

Butte County Morgue/Evidence Building Project: Engineer Heindell updated the Board on the Butte County Morgue/Evidence building project. Construction plans have been finalized and the project is set to break ground the first week of November. As part of the project, the County will install a new water main connecting the Gillick Way loop. Additionally, the County will deed over utility easements for the new water main as well as an existing water main between Gillick Way and Court Street.

11. HEARING OF INDIVIDUALS ON NON-AGENDA ITEMS

None

12. BOARD COMMENTS

Happy Birthday to Director Wristen

At 3:33 pm, the meeting recessed to go into Closed Session and reconvened at 4:02 pm.

13. CLOSED SESSION

During Closed Session Attorney Carter reported on two matters. No action was taken.

14. ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 4:03 pm.


Secretary of the Board


President of the Board