

1. CALL TO ORDER

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

1.1 Flag Salute

President Hatley led the flag salute

1.2 Roll Call

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

2. PERSONS DESIRING TO ADDRESS THE BOARD

None

3. CONSENT AGENDA

3.1 Minutes of the Regular Board Meeting held on May 19, 2020

3.2 Financial Statements – May 2020

3.3 Water Warrants – Check Number 18015-18062 Total \$239,527.26

Water LAIF Deposit - \$180,141.29

Sewer Warrants – Check Number 7226-7229 Total \$144,172.27

Sewer LAIF Deposit - \$39,858.71

Sewer LAIF Withdraw - \$169,000.00 (July)

Health Reimb Arrangement – Check Number 2797-2798 Total \$233.86

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

It was moved by Director Taggart, seconded by Director Latulippe to approve Consent Agenda Items 3.1 - 3.4. Motion carried.

4. ITEMS REMOVED FROM CONSENT AGENDA

None

5. GENERAL ADMINISTRATION BUSINESS

5.1 Adopt Resolution No. 03-20 – Resolution Adopting the Final Thermalito Water and Sewer District Budget for Fiscal Year 2020-2021

The proposed 2020-2021 Water and Sewer Budget was reviewed by the Directors in the May Board meeting. Manager Boucher reviewed over the changes that were made after the May Board meeting. After discussion, it was moved by Director Hatley and seconded by Director Taggart to approve Resolution Number 03-20 Resolution Adopting the Final Thermalito Water and Sewer District Budget for Fiscal Year 2020-2021. Roll call was taken.

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5.2 Policy 2.705 – Illness and Injury Prevention Program

Manager Boucher informed the Board that staff has been working on updating Policy 3000 – Illness and Injury Prevention Program as it has been found to be outdated per the current OSHA requirements. He reminded the Board that back in November 2010 staff was going to reorganize the policy manual and new numbers will be assigned to rewritten policies. He is requesting to rescind Policy 3000 – Illness and Injury Prevention Program and to replace it Policy 2.705 – Illness and Injury Prevention Program. Motion made by Director Taggart; seconded by Director Wristen and unanimously carried to rescind Policy 3000 – Illness and Injury Prevention Program and to adopt Policy 2.705 – Illness and Injury Prevention Program.

5.3 Policy 2.706 – Communicable Disease Exposure Plan

Manager Boucher reported that due to COVID-19, OSHA is requiring that all companies have a policy in place regarding COVID-19 from what the symptoms are up to returning back to work status. He mentioned that he received a draft copy from another District and in reviewing the draft copy, finds that all areas required by OSHA are covered. Motion made by Director Hatley; seconded by Director Taggart and unanimously carried to adopt Policy 2.706 – Communicable Disease Exposure Plan.

5.4 Delinquent Customers

Manager Boucher informed the Board that the District will be filing the 2020-2021 Direct Assessment next month with Butte County. He mentioned that before COVID-19, the District had a total of three customers who had received certified letters and as of today, no payment or contact from the customer has been made. He informed the Board that there are a total of three accounts that are past due from January 2020 and would like to have staff send out certified letters so that if no contact is made from the customer, those accounts will be turned over to the County as well. Motion made by Director Reynolds; seconded by Director Latulippe and unanimously carried to allow staff to send out certified letters regarding past due amounts.

6. WATER BUSINESS

6.1 Concow Caretaker

Attorney Carter reported that he met with the Process Server yesterday to have him go up today to serve the Caretaker and his parents. All three of them are named defendants. He reported that there is no restriction on prosecuting the unlawful detainer action in the Butte County Superior Court so that any delay that

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was caused by the Coronavirus is over and done with so as soon as they are served, things should be moving forward very quickly.

7. ATTORNEY REPORT

None

8. SEWER BUSINESS

8.1 SC-OR Report

Commissioner Hatley reviewed over the May 27, 2020 Regular Meeting of the Sewerage Commission – Oroville Region that were included in the Board packet.

8.2 Standing Committee-SC-OR Commissioners-Policy 4.150

President Hatley appointed the following SC-OR Committee for FY 2020/21:

COMMITTEE

SC-OR

SC-OR Voting Member

DIRECTORS

Latulippe and Hatley

Latulippe

Motion made by Director Hatley; seconded by Director Taggart and unanimously carried to have Director Latulippe as Voting Member and Director Hatley as Alternate Member for the SC-OR Standing Committee.

9. WYANDOTTE CREEK GSA

9.1 Wyandotte Creek GSA Report

Engineer Heindell reported that there has been no meetings held but that the next meeting will be held in August. He reported that the Wyandotte Creek will be doing a Wyandotte GSA summary and GSB update via a webinar instead of the public workshop that was scheduled. This webinar will be held on June 23rd at 6:00pm. He mentioned that he has included a copy of the flyer in the Board packet which includes the link to the webinar.

10. MANAGER REPORT

TWSD Staff: TWSD employees have returned back to work full time. Still a little slow up front as customers are just now realizing that the front lobby has re-opened.

Employee Appreciation Day: Due to COVID-19, the Employee Appreciation Day will need to be moved out to a date later than usual or, the function can be held here at the District sometime in late August. As a suggestion, a BBQ out back with family members and a delicious TWSD BBQ/picnic would be a great Employee Appreciation Day. Staff can set up games and we could all have a great time together.

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Automated Reading Update: Utility crew has installed a total of 125 electronic meter heads which covers the Olive Grove and Ridgecrest Subdivisions. Crew plans on installing a total of 61 electronic meter heads in the Sunridge Development Subdivision before the end of June for a total of 186 installed. Software has been installed and tested and meters are now being read in-house for those locations. Staff will be trained on the software at the end of this month so that the reads from those routes can be pulled in automatically.

Disinfection Byproduct Sampling: District staff has been conducting bi-monthly sampling to assess the water systems disinfection by-products results following the replacement of the 2.5 MG distribution tank. This sampling is being conducted in collaboration with the State Water Resources Control Board Division of Drinking Water.

11. HEARING OF INDIVIDUALS ON NON-AGENDA ITEMS

None

12. BOARD COMMENTS

Happy Birthday to Director Latulippe
Welcome Director Wristen to your first official meeting

13. ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 2:42 pm.

Secretary of the Board

President of the Board