

Thermalito Water and Sewer District
Minutes of the Regular Board Meeting
May 19, 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 Taggart led the flag salute

1.2 Roll Call

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

2. PERSONS DESIRING TO ADDRESS THE BOARD

Bruce Wristen to speak on Agenda Item 5.1.

3. CONSENT AGENDA

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

3.2 Financial Statements – April 2020

3.3 Water Warrants – Check Number 17970-18014 Total \$230,437.50

Water LAIF Deposit - \$65,127.37

Sewer Warrants – Check Number 7222-7225 Total \$36,592.37

Sewer LAIF Deposit - \$23,872.63

Health Reimb Arrangement – Check Number 2792-2796 Total \$461.05

3.4 Summary of District Operation and Solar Power Generation – April 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 Appointment to Fill Vacancy in Directorship for Division 4

President Hatley announced that the District has a vacancy in Division 4 and that the District has received one application. Bruce Wristen stood before the Board and informed them that he is interested in filling the vacancy for Division 4. He stated that he was born and raised here in Oroville and has lived in the Thermalito area for 43 years. His background is in law enforcement which would be an asset to the board. He mentioned that he has watched the District grow over the years and has seen all of the changes. He stated that he would like to be a part of the future of this District. Motion was made by Director Taggart, seconded by

Thermalito Water and Sewer District
Minutes of the Regular Board Meeting
May 19, 2020 – 2:00 pm

Director Hatley and unanimously carried to appoint Bruce Wristen to fill the vacancy in Directorship for Division 4.

At this time, Bruce Wristen was sworn in as Director for Division 4 by Notary Public, Carolyn Padilla. He then joined the Board Meeting.

5.2 Review of Fiscal Year 2020/21 Draft Budget

Office Manager Padilla submitted for Board review a draft Budget for FY 2020/21 estimating:

Water Revenues - \$3,138,100
Water Expenses - \$1,730,207
Water Capital Expenditures - \$648,000

Sewer Revenues - \$1,628,576
Sewer Expenses - \$1,225,833
Sewer Capital Expenditures - \$54,000

Office Manager Padilla reviewed over the Operating Revenues stating that in previous years, the District had fewer connections. She mentioned that last year, the District started seeing a rise in the housing market with more subdivisions coming in. The District is estimating 70 new water and sewer connections being sold in FY2020/21. The Water and Sewer Expenditures for FY2020/21 will remain the same as the previous year except for some minor changes such as a 2-1/2% wage increase as well as a \$450.00 clothes allowance. Manager Boucher reviewed over the Capital Expenditures items that totaled \$648,000 for the Water Budget and \$54,000 for the Sewer Budget. Final recommendations would be submitted at the June Board meeting. No action was taken.

5.3 TWSD Temporary Work Schedule

Manager Boucher reported that due to the Coronavirus, as of March 24, 2020, the front office and distribution staff have been alternating days and the treatment plant operators are alternating with seven days on and seven days off. He mentioned that he would like to bring the staff back to a full time status as of June 1st. He stated that he will put together a memo for the employees informing them of the date they are to return back to work full time. He mentioned that he will remind all employees that they are to still follow the State guidelines of social distancing, wearing mask/gloves, cleaning the work areas and to wash hands several times a day. Consensus of the Board is to allow the General Manager to allow staff to return to full time status.

Thermalito Water and Sewer District
Minutes of the Regular Board Meeting
May 19, 2020 – 2:00 pm

5.4 Policy 1.100 – Billing and Payment of Bills

Attorney Carter reported that a copy of the revised Policy 1.100 – Billing and Payment of Bills is included in the Board Packet. He mentioned that with this Policy, the District shall not disconnect water services to any property due to non-payment and instead, on June 30th of each year, should the account be in arrears and delinquent, the District shall add the property to its assessment book which will be delivered to the Butte County Assessor and become a part of the annual assessment levied upon and shall become a lien on the Property. He mentioned that by making that simple change, the District has avoided not having to disconnect water services, and has avoided the costly expenses of having to write the Policy in five different languages.

6. WATER BUSINESS

None

7. ATTORNEY REPORT

None

8. SEWER BUSINESS

8.1 SC-OR Report

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

9. WYANDOTTE CREEK GSA

9.1 Wyandotte Creek GSA Report

Engineer Heindell reported that a contract has been awarded to a company called Geosyn to complete the Groundwater Sustainability Plan for the Wyandotte Creek Subbasin. The contract has been awarded and the funding is being paid for through a Prop 1 Grant. Butte County, with inclusions from all local agencies writing letters of support was awarded that money to implement the sigma regulations. There is also a \$5,000 contribution from each member entity to help with ongoing expenses such as legal and accounting. A separate portion of the basin setting work which is a different portion of the GSB is ongoing and almost complete. That work also went to bid through a consultant and is being funded by the Prop 1 Grant.

10. MANAGER REPORT

Engineering Services: Manager Boucher has been contacted by General Manager Rath Moseley from South Feather Water and Power regarding the possibility of utilizing

Thermalito Water and Sewer District
Minutes of the Regular Board Meeting
May 19, 2020 – 2:00 pm

TWSD's Engineer for Professional services. He mentioned that Manager Moseley met with him to discuss some of the changes happening over at SFWP. He mentioned that SFWP revenue stream for power generation fell short and they had to make some changes within their organization. The Water Division Manager who had an engineering degree is no longer with them. Approximately 10% of his job duty was engineering. He mentioned that he was asked to entertain the idea of being able to utilize Chris Heindell for some of their small engineering services. SFWP would budget that in and reimburse the District for the time that they utilize him. Consensus of the Board is to allow Manager Boucher to meet with Manager Moseley regarding Engineering services and to possibly enter into a contractual agreement between SFWP and TWSD.

Concow Campground: Manager Boucher handed out an e-mail from Jenny Lowrey, Executive Director of the Concow Campground. Ms. Lowrey is asking the District that if the Konkow Partners could come up with a substantial amount, possibly \$50,000 to put towards installing flushing toilets at the Concow Campgrounds, is there any chance that TWSD might be interested in matching. He mentioned that if the Konkow Partners had a plan in place instead of an e-mail asking for a \$50,000 match the District may be willing to sit down to discuss. He mentioned that he will respond back to Ms. Lowrey informing her that at this time, the District will not be able to make a \$50,000 contribution. However, the District will still be willing to entertain their ideas and plans for the campground.

Integrated Regional Water Management Association: Engineer Heindell reported that he received an e-mail from the IRWMA that the tribe up in Concow was awarded Prop 1 monies for projects to do with Lake Concow. They were talking about stormwater pollution management practices to erosion issues. He stated that he made contact with the lead person to discuss with him that we would be happy to look into what kind of Grant funding they would be willing to apply towards our sediment removal project. He mentioned that he has sent up all the documentation that we have for that project.

Concow Sediment Removal Project Update: Engineer Heindell reported that this item is still at the discussion stage. He mentioned that he has continued checking in on the timeline to see if there are any updates. He mentioned that he was able to get CalOES to agree to receive all the cost incurred to date. He mentioned that he is still trying to see if this project can get started this year but time is running out. He reminded the Board that there is the 75%/25% where CalOES pays 75% of cost and TWSD pays the 25% of cost. He mentioned that the items that are directly related to the campfire are only eligible for an 18.75% State share. CalOES will only pay 18.75% of that share as FEMA denied our application for those funds.

11. HEARING OF INDIVIDUALS ON NON-AGENDA ITEMS

None

Thermalito Water and Sewer District
Minutes of the Regular Board Meeting
May 19, 2020 – 2:00 pm

12. BOARD COMMENTS

Congratulations to new Board Member Bruce Wristen – Division 4
Happy Birthday to Director Taggart and Director Hatley

At 3:25 pm, the meeting recessed to go into Closed Session and reconvened at 3:42 pm.

13. CLOSED SESSION

12.1 President Hatley announced that the following action had been approved unanimously by the Board members during closed session with respect to revising and extending the memoranda of understanding between the District and its two collective bargaining units and with respect to the District's contract with its General Manager Jayme Boucher.

Recognizing the willingness of both units to enter revised memoranda of understanding for a period of two years, July 1, 2020 through June 30, 2022, the Board unanimously approved a two and one half percent wage and salary increase per year for each member of each unit, the first commencing July 1, 2020 and the second commencing July 1, 2021. Each employee shall also receive a \$450.00 work clothing allowance approved per year for each year.

President Hatley also announced that the Board unanimously approved the same two and one half percent cost of living adjustment given other District employees as well as a \$450.00 work clothing allowance per year for its General Manager, to be made on July 1, 2020 and again on July 1, 2021. Additionally, the General Manager will receive ten paid administrative days leave per year which he may surrender any or all of in consideration of payment therefor by District.

14. ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 3:43 pm.

Secretary of the Board

President of the Board