

1. CALL TO ORDER

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

1.1 Flag Salute

Attorney Carter led the flag salute

1.2 Roll Call

Present were President Pulley, Directors Taggart and Hatley. Also present were Recording Secretary Padilla, Attorney Carter and Manager Boucher. Directors Thompson and Reynolds were absent.

2. PERSONS DESIRING TO ADDRESS THE BOARD

3. CONSENT AGENDA

3.1 Minutes of the Regular Board Meeting held on January 16, 2018

3.2 Financial Statements – January 2018

3.3 Water Warrants – Check Number 16362-16423 Total \$232,247.83

Water LAIF Deposit - \$66,317.84

Health Reimb Arrangement – Check Number 2686 Total \$30.00

Sewer Warrants – Check Number 7064-7068 Total \$14,959.34

Sewer LAIF Deposit - \$17,682.16

Secretary Revolving Account – Check Number 2643 Total \$40.00

3.4 Summary of District Operation and Solar Power Generation – January 2018

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

4. ITEMS REMOVED FROM CONSENT AGENDA

None

At this point, it was suggested by President Pulley to move Item 6.1 forward in the agenda to accommodate Manuel Garcia with the Feather River Lapidary & Mineral Society.

6.1 Feather River Lapidary & Mineral Society

Manuel Garcia from the Feather River Lapidary & Mineral Society is requesting permission from the Board to enter onto TWSD property up in the Concow area to search for rocks and black jade. He mentioned that they use the rocks and black jade to mount onto jewelry and for display. He along with 20 other people would like to go onto TWSD property in Concow on April 21st to gather about a bucket full of rocks and black jade.

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Manager Boucher reported that he and Mr. Garcia walked the area on February 5th to see where the rocks would be pulled from. He mentioned that Mr. Garcia has provided the District with documents and a map outlining where they will be situated when gathering the rocks. Mr. Garcia also mentioned that he will provide the District with a Certificate of Liability Insurance listing the District as a Certificate Holder. Manager Boucher mentioned that this will be a one-time event and should it work out between the District and the Feather River Lapidary & Mineral Society, another event could be scheduled. The District can cancel the agreement at any time. Attorney Carter mentioned that he will draft up a License Agreement between TWSD and the Feather River Lapidary & Mineral Society as well as adding a sign-up sheet for the members who will be present. Consensus of the Board is to have Attorney Carter draft a License Agreement allowing Mr. Garcia and his members to enter onto TWSD property on April 21st to gather rocks and black jade. Manager Boucher will give the Board an update at the May 2018 meeting.

5. GENERAL ADMINISTRATION BUSINESS

5.1 2018 LAIF Annual Information Update

Manager Boucher submitted for Board review Resolution 01-18, Authorizing Investment of Monies in the Local Agency Investment Fund. He stated that this Resolution is done annually indicating who is authorized to make monthly deposits and withdrawals authorized by the Board from the LAIF accounts. Motion was made by Director Hatley, seconded by Director Taggart and unanimously carried to adopt Resolution 01-18, “Authorizing Investment of Monies in the Local Agency Investment Fund”. Roll call taken.

5.2 Public Assistance Approval for Disaster #4308

Office Manager Padilla reported that last year, the District filed a claim form with the FEMA Public Assistance Program totaling around \$16,807.00. She mentioned that the California Governor’s Office of Emergency Services has received and reviewed the forms but are still waiting for the District to submit the forms Cal OES 130 – Designation of Applicant’s Agent Resolution for Non-State Agencies and Cal OES 89 – Project Assurances for Federal Assistance. Motion was made by Director Hatley, seconded by Director Taggart and unanimously carried to approve forms Cal OES 130 – Designation of Applicant’s Agent Resolution for Non-State Agencies and Cal OES 89 – Project Assurances for Federal Assistance.

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5.3 Quitclaim Deed – Evidence Storage Building & Morgue Facility

Engineer Heindell reported that Butte County will be applying for private funding for their morgue and evidence facility that is going to be built on the parcel next to the jail. Butte County is going to need TWSD to Quitclaim the existing easements off that property for them to be able to provide Butte County with the funding. We currently do not have utilities on this parcel and once it is built, and the water mains are installed, then they will be giving us easements for all new water utilities. Motion made by Director Taggart; seconded by Director Hatley and unanimously approved to execute the Quitclaim Deed for the Evidence Storage Building & Morgue Facility.

5.4 Electronic Deposit Service Campaign

Office Manager Padilla stated that Bank of the West is offering an Electronic Deposit Service. She mentioned that the cost for this program would be \$50.00/month and that the monthly maintenance fee would be waived for the first three months. She stated that the District would receive a desktop scanner at no cost to be able to scan and batch checks daily. Having District staff scan and batch the checks would eliminate transportation costs and time away from the business. She mentioned that the District would need to sign up for a two year contract. Motion was made by Director Hatley; seconded by Director Taggart and unanimously carried to approve signing up for the Electronic Deposit Service.

5.5 Policy 2600 - Health and Welfare Benefits and Policy 2605 – Health Care for Retirees

Manager Boucher asked for Board discussion and consideration of possibly rescinding Policy Number 2600 – Health and Welfare Benefits and Policy Number 2605 – Health Care for Retirees. He explained that both policies are outdated and that the updated items are covered in the Employee Handbook. Motion was made by Director Hatley, seconded by Director Taggart and unanimously carried to Rescind Policy 2600 – Health and Welfare Benefits and Policy 2605 – Health Care for Retirees.

5.6 April 2018 Board Meeting

Manager Boucher is requesting to move the April Board meeting to either April 10th or April 24th as he will be on vacation the week of April 16th. Consensus of the Board is to move the April 17th Board Meeting to April 10th.

6. WATER BUSINESS

6.1 Feather River Lapidary & Mineral Society

This item was moved forward in the agenda and has already been discussed.

7. ATTORNEY REPORT

None

8. SEWER BUSINESS

8.1 SC-OR Report

Commissioner Hatley reviewed over the draft minutes of the January 24, 2018 Regular Meeting of the Sewerage Commission – Oroville Region.

9. MANAGER'S REPORT

None

10. HEARING OF INDIVIDUALS ON NON-AGENDA ITEMS

None

11. BOARD COMMENTS

- Happy Birthday and Anniversary to Attorney Carter.
- Happy Anniversary to Director Hatley.
- President Pulley asked if it was possible for Board members to be able to purchase dental insurance at their expense through the District. Staff will check into it and report back at the next Board meeting.

12. ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 3:08 pm.

Secretary of the Board

President of the Board