**] River Pines Public Utility District **

**REGULAR MINUTES**

**Wednesday, June 21, 2023**

**ACTION MINUTES**

1. **CALL TO ORDER:** The meeting was called to order by Chairman Raymond at6:00p.m.

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| 1. **ROLL CALL: Via Phone** |  |  |
| |  | | --- | | Director John Chapman  Director Karla Christensen  Director Anita Ebbinghausen  Director Roscoe Raymond  Director Eric Rewitzer | |  | Candi Bingham, General Manager -Via Phone  Leslie Garrett, Office Manager  Gisele Wurzburger, Board Clerk – Via Phone |

1. **PLEDGE OF ALLEGIANCE:**  Chairman Raymond led the Pledge of Allegiance.
2. **AGENDA:**

**Motion by Board Member Chapman, seconded by Board Member Christensen, and carried by a 5 to 0 vote to approve the Regular Agenda dated June 23, 2023, as submitted.**

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| --- | --- |
| **AYES:** | **Chapman, Christensen, Ebbinghausen, Raymond, Rewitzer** |
| **NOES:** | **None** |
| **ABSTAIN:** | **None** |
| **ABSENT:** | **None** |

1. **PUBLIC COMMENT FOR MATTERS NOT ON THE AGENDA:**

None

1. **MINUTES: Discussion / Approval.**
   1. May 17, 2023, Regular Meeting.

**Motion by Chairman Raymond, seconded by Board Member Ebbinghausen, and carried by a 5 to 0 vote to approve the Minutes dated May 17, 2023 as amended. Motion passed by the following vote:**

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| **AYES:** | **Chapman, Christensen, Ebbinghausen, Raymond, Rewitzer** | |
| **NOES:** | **None** | |
| **ABSTAIN:** | **None** | |
| **ABSENT:** | **None** | |

1. **CONSENT ITEMS:**
   1. Monthly Financial Statements - Period Ending May 31, 2023.

Chairman Raymond opened the public discussion. Hearing no comments from the public, Chairman Raymond closed the public discussion.

* 1. Expenditure Report **-** Submitted Check Approval through May 31, 2022.

Chairman Raymond closed the public discussion.

**Motion by Board Member Chapman, seconded by Vice-Chairman Rewitzer and carried by a 5 to 0 vote to approve the Monthly Financial Statements and Expenditure Report - Period Ending May 31, 2023. Motion passed by the following vote:**

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| --- | --- |
| **AYES:** | **Chapman, Christensen, Ebbinghausen, Raymond,** **Rewitzer** |
| **NOES:** | **None** |
| **ABSTAIN:**  **ABSENT:** | **None**  **None** |

1. **MONTHLY OPERATIONS REPORT: Discussion.** Any matter requiring action will be placed on an upcoming agenda for consideration.

a. Monthly Operations Report.

**May 1 thru May 31, 2023 Water Production/Sold Information:**

Well 2 - 426,300 gallons Total Produced - 1,431,840 gallons

Well 3R - 710,900 gallons Total Sold – 628,710 gallons

Well 6R - 294,640 gallons Unaccounted Loss – 56%

Staff Hours: Water 73 hours

**May 1 thru May 31, 2023 Wastewater Production:**

Influent flow: 984,200 gallons Effluent Discharged: 1,535,100 gallons

Staff Hours: Wastewater 53.5 hours

b. Monthly General Manager Report – Period Ending May/June 2023.

The Monthly General Manager Report included updates from the General Manager – see report for complete details.

General Manager Bingham reported that ARPA – Amador Board of Supervisors approved $101,188 for River Pines for sewer projects and suggested placing this item on the next agenda to discuss additional projects that would benefit from this funding. She stated she would direct staff to request bid quotes for the windows replacement.

1. **BOARD MATTERS:** Discussion/Action.
2. **Authorization for Welcome Signage in the District.** Discussion/Action

Chairman Raymond stated Nell Raymond was present to provide information on the Welcome Signage in the District.

Nell Raymond reported on the two locations designated on the provided map and the sign design.

Chairman Raymond opened the public discussion. Hearing no comments from the public, Chairman Raymond closed the public discussion.

After considerable discussion the following motion was made.

**Motion by Board Member Chapman, seconded by Board Member Christensen, and carried by a 5 to 0 vote to Approve only One Sign Location and Designated Placement at the Slow Sand Filter Location. Motion passed by the following vote:**

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| --- | --- |
| **AYES:** | **Chapman, Christensen, Ebbinghausen, Raymond, Rewitzer** |
| **NOES:** | **None** |
| **ABSTAIN:**  **ABSENT:** | **None**  **None** |

1. **Install Air Monitor at Grinder Box**. Discussion/Action

General Manager Bingham stated nothing had been submitted on this item.

Chairman Raymond stated Amador County Air Pollution Control District has requested the District approve their request to install an Air Monitor at the Grinder Box. He stated the monitor was a small antenna and was at no cost to the District.

Chairman Raymond opened the public discussion. Hearing no comments from the public, Chairman Raymond closed the public discussion.

After considerable discussion the following motion was made.

**Motion by Board Member Ebbinghausen, seconded by Board Member Christensen, and carried by a 4 to 1 vote to Approve Amador County Air Pollution Control District request to install an Air Monitor at the Grinder Box**. **Motion passed by the following vote:**

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| --- | --- |
| **AYES:** | **Christensen, Ebbinghausen, Raymond, Rewitzer** |
| **NOES:** | **Chapman** |
| **ABSTAIN:**  **ABSENT:** | **None**  **None** |

1. **River Pines Murals Update**. Discussion/Action

General Manager Bingham stated nothing had been submitted on this item.

Vice Chairman Rewitzer reported he was looking into funding and getting the community involved in this project.

Chairman Raymond commended Vice Chairman Rewitzer on giving a tour of our community to individuals from the State and Amador County.

Chairman Raymond opened the public discussion. Hearing no comments from the public, Chairman Raymond closed the public discussion.

No action was taken. This item will be taken off the Agenda until additional information is available.

1. **Resolution for Surplus Tables and Chairs.** Discussion/Action

General Manager Bingham stated nothing had been submitted on this item. She noted the Resolution was not prepared because she needed additional wording for the Resolution. The Resolution needs to state whether these surplus items will be a donation and/or be disposed of. The Board also needs to determine which items will be donated and which items will be disposed of.

Board Member Chapman volunteered to haul the items to be disposed of. General Manager Bingham requested that he provide staff with an invoice to reimburse him for the dumping fees.

General Manager Bingham stated she would order the new tables for delivery in the next few weeks.

Chairman Raymond opened the public discussion. Hearing no comments from the public, Chairman Raymond closed the public discussion.

No action was taken. This item was continued to the next agenda.

1. **Townhall and Record Storage Vents Missing**. Discussion/Action

General Manager Bingham stated nothing had been submitted on this item.

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Chairman Raymond stated Office Manager Garrett notified him that someone had kicked in the vent. He stated he will place a 12 x 12 piece of plywood over the hole.

Chairman Raymond opened the public discussion. Hearing no comments from the public, Chairman Raymond closed the public discussion.

No action was taken.

1. **Well 6R – Measuring Device**. Discussion/Action.

General Manager Bingham stated nothing had been submitted on this item. She stated the measuring device is necessary to assist staff in the preparation of the monthly report submitted to the State. She stated Amador Water Agency was supposed to provide an estimate for the Measuring Device however it was not received for this meeting.

Chairman Raymond opened the public discussion. Hearing no comments from the public, Chairman Raymond closed the public discussion.

No action was taken. This item was continued to the next agenda.

1. **BOARD OF DIRECTORS COMMENTS/REPORTS**: Discussion Only.
   1. Capital Improvements and general repairs necessary at the District. Continued Item.

The Board discuss RPPUD Property Maintenance and Design for the RPPUD Logo. These items will be placed on the next agenda.

1. **COMMITTEE COMMENTS/REPORTS**: Continued Item.

None.

1. **FUTURE AGENDA TOPICS**:
2. Authorization for Welcome Signage in the District.
3. ARPA Funds – Discuss Potential Project Funding.
4. Bid Quotes for Window Replacement.
5. River Pines Murals Update.
6. Resolution for surplus tables and chairs.
7. Well 6R Measuring Device.
8. RPPUD Property Maintenance.
9. Design RPPUD Logo.

**ADJOURNMENT:** The meeting adjourned at 7:00 p.m. to the scheduled meeting on July 19, 2023.