**] River Pines Public Utility District **

**REGULAR MINUTES**

**Wednesday, November 16, 2022**

**ACTION MINUTES**

1. **CALL TO ORDER:** The meeting was called to order by Chairman Raymond at6:01p.m.

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

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

**Motion by Board Member Ebbinghausen, seconded by Board Member Chapman, and carried by a 4 to 0 vote to approve the Regular Agenda dated November 16, 2022 as presented. Motion passed by the following vote:**

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

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

None.

1. **MINUTES: Discussion / Approval.**
   1. October 19, 2022 Regular Meeting.

**Motion by Board Member Chapman Rewitzer, seconded by Vice-Chairman Christensen, and carried by a 4 to 0 vote to approve the Minutes dated October 19, 2022 as presented. Motion passed by the following vote:**

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

1. **CONSENT ITEMS:** 
   1. Monthly Financial Statements - Period Ending October 31, 2022.

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 October 31, 2022.

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

**Motion by Board Member Chapman, seconded by Board Member Ebbinghausen and carried by a 4 to 0 vote to approve the Monthly Financial Statements and Expenditure Report - Period Ending October 31, 2022. Motion passed by the following vote:**

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

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

**October 1 thru October 31, 2022 Water Production/Sold Information:**

Well 2 – 320,800 gallons Total Produced – 1,144,661 gallons

Well 3R – 566,100 gallons Total Sold – 688,042 gallons

Well 6R – 257,761 gallons Unaccounted Loss - 40%

Staff Hours: Water 33.25 hours

**October 1 thru October 31, 2022 Wastewater Production:**

Influent flow: 908,900 gallons Effluent Discharged: 227,900 gallons

Staff Hours: Wastewater 54 hours

1. Monthly General Manager Report.

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

General Manager Bingham reported that she conducted Office Manager applicants via Indeed Video. The new Office Manager will work with Michele Foyil until December 22.

1. **BOARD MATTERS:** Discussion/Action.
2. **Update on Solar Inquiry. Discussion.**

Chairman Raymond reported he received only one copy of the Solar proposal. He stated he would provide General Manager Bingham a copy and suggested this item be placed on the next agenda for discussion and possible action.

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

1. **ARPA (American Rescue Plan Act) Funds. District Wishlist and Committee. Discussion/Action.**

General Manager Bingham reported the County has recommended that two Board Members be appointed to put together the District $100,000 wish list. This list must be in connection with water/sewer.

She suggested the following item:

1. Town Hall included as a community center that could benefit as shelter and a place for community shots such as COVID vaccinations.
2. Purchase two generators ($30,000) needed for the lift station and replace those funds back to the LAIF account.
3. Replacement of the 6R mixing tank.
4. Lighting at the grinder stations by the road.
5. Backup 5HP motors for the sewer pond.

Chairman Raymond and Board Member Rewitzer were appointed to the ARPA Wishlist Committee. It was suggested the committee hold a meeting in the near future.

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

General Manager Bingham stated she would prepare and post an agenda for this committee meeting.

1. **Firehouse Repair. Discussion/Action.**

General Manager Bingham reported the Amador Fire Council wants to see our Fire Station to determine if they can have a Fire Truck onsite in River Pines. She stated with the chlorine and tractor are located there and there may not be enough room to house a Fire Truck.

No action was taken.

1. **Update Attorney’s Response to CalPERS Requests that all Board Members receive a W-2 and that Social Security and Medicare be taken out of their Stipend Checks. Discussion.**

General Manager Bingham reported CalPERS stated all Board Members should be receiving W-2’s and have Social Security and Medicare deducted from their monthly stipend payments. The District’s attorney informed staff stating the Board Members qualify for W-2’s and that the Board Members could possibility be responsible to pay back Social Security and Medicare deductions for the full time as serving as a Board Member.

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

Chairman Raymond made a motion if it is determined that Board Members are required to pay all previous Social Security and Medicare that the River Pines Public Utility District paid these taxes. The motion died for a lack of a second.

General Manager Bingham stated the District’s Attorney was still working on this matter. She stated for transparency this item be continued to the next agenda.

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.

Nothing to report.

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

Nothing to report

1. **FUTURE AGENDA TOPICS**:
2. Solar Proposal.
3. Firehouse Repair.
4. Update Attorney’s response to CalPERS requests that all Board Members receive a W-2 and that Social Security and Medicare be taken out of their stipend checks.
5. Committee’s Recommendation for American Rescue Plan Act - funds available for water, sewer, and broadband infrastructure.
6. November 8, 2022 Elections Results.
7. Board Member 3 Positions Vacant - Letters of Consideration.
8. Appoint 3 New Board Members.
9. Appoint New Chairman and Vice-Chairman.

General Manager Bingham suggested the December 21 Board Meeting be cancelled due to the Christmas Holidays.

After some discussion it was the consensus of the Board to cancel the December Board Meeting to January 18, 2023.

**ADJOURNMENT:** The meeting adjourned at 6:48 p.m. to the scheduled meeting on January 18, 2023.