

Thermalito Water and Sewer District
Minutes of the Regular Board Meeting
February 15, 2022 – 2:00 pm

1. CALL TO ORDER

The meeting was called to order by Vice President Taggart at 2:02 pm

1.1 Flag Salute

Director Hatley led the flag salute

1.2 Roll Call

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

2. PERSONS DESIRING TO ADDRESS THE BOARD

Brenda Rightmyer from the Yankee Hill Fire Council was here to address Agenda Item 5.1

3. CONSENT AGENDA

3.1 Minutes of the Regular Board Meeting held on January 25, 2022

3.2 Financial Statement – Delayed

3.3 Water Warrants – Check Number 19251-19298 Total \$267,644.00

Water LAIF Deposit - \$6,000.00

Sewer Warrants – Check Number 7329-7332 Total \$30,571.77

Sewer LAIF Deposit - \$21,000.00

Health Reimb Account – Check Number 2881-2883 Total \$259.16

3.4 Superintendent’s Monthly Report of Maintenance and Operations and Solar Power Generation for January 2022

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

4. ITEMS REMOVED FROM CONSENT AGENDA

None

5. GENERAL ADMINISTRATION BUSINESS

5.1 Yankee Hill Fire Council

Brenda Rightmyer from the Yankee Hill Fire Safe Council stood before the Board and reviewed over the status of the open grants that are currently being worked on. She mentioned that the grant that interfaces with TWSD is the Crain Ridge Project. They have finished CEQA for the fuel break sections, BC Public Works on Encroachment Permit and have had a meeting with the Paradise Recreation and Parks District. She mentioned that they received an extension to November 15, 2022 as the deadline for completion was March 15, 2022. She asked that the District continue to provide contribution values when possible when providing

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maintenance work around TWSD property in Concow and to provide letters of support or commitment.

5.2 Revised District Job Descriptions

Manager Boucher mentioned that at the last Board meeting, draft copies of the job descriptions were reviewed. Director Taggart questioned the lifting of equipment and parts weighting up to 50 lbs. or greater and asked that legal counsel confirm the weight limit. Attorney Carter found that the guidelines specify that female employees should not be asked to lift more than 25 pounds on a recurring basis and male employees should not be asked to lift more than 50 pounds.

Manager Boucher informed the Board that the current job descriptions are located in the Policy Manual and that he would like to see them removed from the Policy Manual and place into the Employee Handbook. He mentioned that he will need to meet and confer with the employees to review over the job descriptions. Once he receives acceptance from the employees, he mentioned that he will work with the Administration Committee in removing the job descriptions from the policy book and placing it into the Employee Handbook. Consensus of the Board is for Manager Boucher to move forward with meeting with the employees and Administration Committee and to bring this item back to the March Board meeting for approval.

5.3 D-2 Certification/Class A Driver's License

Manager Boucher mentioned that back in May 2018, the Board approved an increase of five percent in the wages and salaries of those District employees who are required to be on call. The only District employees who possess a D2 Certification or higher as well as Class A driver's license are eligible to serve on call. He mentioned that this item was never placed into the Employee Handbook or captured as an Amendment to the MOU. He mentioned to the Board that he would like to work with the Administration Committee in making sure that this item is added to the Employee Handbook. Consensus of the Board is for Manager Boucher to move forward with meeting with the Administration Committee and to bring this item back to the March Board meeting for approval.

5.4 Winter Party – Feather Falls Casino

Office Manager Padilla reported that she has contacted Feather Falls Casino and they currently have Friday, March 25, 2022 available. She mentioned that she has included a copy of the contract and banquet menu for review. In regards to the District having alcoholic beverages, the Insurance Company has mentioned that the preferred option is to have the employees purchase their own alcoholic beverages as this would eliminate the District's responsibility entirely. Attorney

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Carter mentioned that he will work on a Policy which will cover pre-paid drink tickets or purchasing of beverages on their own to have in place should we run into this again at other functions. Staff will meet and will review over the menu.

6. **WATER BUSINESS**

None

7. **ATTORNEY REPORT**

None

8. **SEWER BUSINESS**

8.1 **SC-OR Report**

Commissioner Hatley reviewed over the January 26, 2022 Regular Meeting of the Sewerage Commission – Oroville Region.

- **Fee waiver request by K&M Developers:** K&M Developers will be developing a large development of low-income housing for the Oroville area. They are not accustomed to getting charged for fees in other jurisdictions that they have built in before. They have sought outside counsel and have been advised by their counsel to not pay the fees as they are illegal.
- **Monthly Meeting Schedule Options:** Attorney Huber has an ongoing conflict with the current scheduled meeting times. He asked the Board to consider changing the meeting dates to either the first or second Wednesday of the month so that he can attend in person. Consensus of the TWSD Board is to hold the meetings on the 4th Tuesday evening of each month.

9. **WYANDOTTE CREEK GSA**

9.1 **Wyandotte Creek GSA Report**

Engineer Heindell mentioned that there was nothing to report as DWR has not yet completed their review of all the submitted groundwater sustainability plans. As soon as those reviews are all complete, the meetings will start back up.

10. **MANAGER REPORT**

Streambed Alteration Project: Due to all the fires in the State of California, the District was unable to rent a masticator. Staff had to hire an outside company to come up with a masticator and perform the job. Cleanup was done from the TWSD launch site to just past the second access point. Staff is now spraying and cleaning up what the masticator couldn't get to. Staff plans on budgeting this project in each year. Total cost came to \$8,500.00.

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New Motor for "T" Head Booster: Staff has purchased a 150 HP US Vertical Hollow Shaft Inverter Duty Motor in the amount of \$18,611.42. This piece of equipment will be able to automatically transfer water from the MGT to the 2.5 MGT. Currently, the Treatment Plant Operators are having to do things manually as the motor cannot turn on/off automatically. Well 2 is being ran in order to keep up with the high demands. The cost to repair the existing motor would have cost more than to purchase a new one. This was not originally in the budget. Motion made by Director Hatley; seconded by Director Latulippe and unanimously carried to approve the purchase of a 150 HP US Vertical Hollow Shaft Inverter Duty Motor not to exceed \$25,000.00. Roll call taken.

Urban Water Management Plan update: Engineer Heindell reported that the Urban Water Management Plan has been circulated to the applicable agencies. He reported that it will be ran in the legal notices the first and second week of March. This item will be approved at the March 15, 2022, 7:00pm Board Meeting.

11. HEARING OF INDIVIDUALS ON NON-AGENDA ITEMS

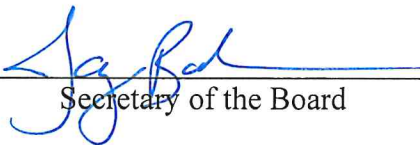
None

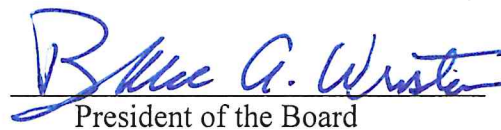
12. BOARD COMMENTS

Happy Birthday to Attorney Carter
Happy Anniversary to Director Hatley

13. ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 3:12 pm.


Secretary of the Board


President of the Board