

Minutes of the Regular Board Meeting

Thermalito Water and Sewer District
Minutes of the Regular Board Meeting
May 17, 2022 – 2:00 pm

1. CALL TO ORDER

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

1.1 Flag Salute

Director Hatley led the flag salute

1.2 Roll Call

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

2. PERSONS DESIRING TO ADDRESS THE BOARD

None

3. CONSENT AGENDA

3.1 Minutes of the Regular Board Meeting held on April 19, 2022.

3.2 Financial Statement – April 2022

3.3 Water Warrants – Check Number 19429-19495 Total \$486,693.41

Water LAIF Deposit - \$6,000.00

Sewer Warrants – Check Number 7343-7348 Total \$271,598.42

Sewer LAIF Deposit - \$21,000.00

Health Reimb Account – Check Number 2893-2899 Total \$4,232.29

3.4 Superintendent's Monthly Report of Maintenance and Operations and Solar Power Generation for April 2022

It was moved by Director Hatley, seconded by Director Taggart 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 Wristen to move the Closed Session items forward in the agenda.

At 2:02 pm, the meeting recessed to go into Closed Session and reconvened at 3:02 pm.

13. CLOSED SESSION

President Wristen reported that during Closed Session, the Board discussed proposals from the customer service and operations and maintenance department employees and the mid-management employees as to the modification of their current Memorandums of Understanding for the July 1, 2022 through June 30, 2023 fiscal year.

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The Board thoroughly discussed the proposals and asked Manager Boucher to discuss the Board's decision with both groups and to redo the verbiage regarding the automatic cost of living increase for future years.

Motion made by Director Taggart; seconded by Director Hatley and unanimously carried to approve an eight and one half percent cost of living adjustment for each member of each unit, commencing July 1, 2022.

Motion made by Director Taggart; seconded by Director Hatley and unanimously carried to approve an eight and one half percent cost of living adjustment for its General Manager, commencing July 1, 2022.

This item will be brought back to the June Board meeting for review of the verbiage regarding the automatic cost of living increase for future years. Roll call was taken.

5. GENERAL ADMINISTRATION BUSINESS

5.1 Review of Fiscal Year 2022/23 Draft Budget

Office Manager Padilla submitted for Board review a draft Budget for FY 2022/23 estimating:

Water Revenues - \$3,141,600
Water Expenses - \$2,184,928
Water Capital Expenditures - \$3,634,267

Sewer Revenues - \$1,838,699
Sewer Expenses - \$1,481,709
Sewer Capital Expenditures - \$116,000

President Wristen asked about the Calpers Retirement Unfunded Liability as well as the decrease in medical insurance. Office Manager Padilla informed the Board that the amount in the Calpers Retirement Unfunded Liability comes directly from CalPers and is paid out once a year. The District budgets for new hires under the "Family Plan" for medical insurance and makes an adjustment if needed the following year. Final recommendations would be submitted at the June Board meeting. No action was taken.

5.2 PayaGov Proposal

Office Manager Padilla informed the Board that she has received a proposal from John Rodriguez of PayaGov. She mentioned that the District is currently using Payment Service Network (PSN) as the credit card/e-check provider. PayaGov

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will provide the District with two credit card machines, all payments are executed in real-time and the pricing for credit cards will be 2.75% and ACH \$0.75. Currently, PSN is charging 3% for credit cards and \$1.10 for ACH. Motion made by Director Hatley; seconded by Director Wristen and unanimously carried to terminate services with Payment Service Network (PSN) and to move forward with setting up the account with PayaGov.

5.3 Xiong Easement Request

Engineer Heindell reported that Mr. Xiong has purchased the property adjacent to the 2.5 MG tank. He has requested that the District deed an easement to PG&E for overhead line access across District property. Manager Boucher met with the property owner and PG&E. It was decided that placing a new power pole, south of the existing access road would be beneficial for both parties. Motion made by Director Taggart; seconded by Director Hatley and unanimously carried to approve the proposed easement deed and to have Manager Boucher sign the easement deed on behalf of the District.

6. WATER BUSINESS

6.1 2022 TWSD Consumer Confidence Report

Engineer Heindell mentioned that a copy of the annual CCR that is submitted to the State is included in the Board packet. He asked if there were any questions from the Board. There were no questions.

6.2 Water Treatment Plant Capacity Upgrade Approval for FY22/23 Budget

Engineer Heindell mentioned that at the April Board meeting, it was approved to transfer a total of \$2,500,000 between the LAIF accounts to cover Cushman Contracting and Pall Corporation – 2 Rack Expansion. He mentioned that it was brought to his attention that the proposal from Pall Corporation did not include sales tax. Engineer Heindell mentioned that transfer \$50,000 from the LAIF Water Transfer Account to the Treatment Plant Upgrade Account to cover the sales tax. Motion made by Director Hatley; seconded by Director Latulippe and unanimously carried to transfer \$50,000 from the LAIF Water Transfer Account, 10-1293-00 to the Treatment Plant Upgrade Account, 10-1290-00 to cover the sales tax for the 2 Rack Expansion. Roll call taken.

7. ATTORNEY REPORT

Attorney Carter mentioned that he has received a proposal from Boucher Law that deals in employment matters. He mentioned that the District has had to deal with employment matters in the past and feels that utilizing an outside law firm that deals only in human resource would be very beneficial for the District. He mentioned that he has spoken with a representative from Boucher Law and feels that they are very responsive and will be

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able to fulfill the District's needs. Consensus of the Board is to allow Attorney Carter to work with Boucher Law on employment matters.

8. SEWER BUSINESS

8.1 SC-OR Report

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

- **Discussion of Manager's Emergency Spending Limit:** Manager Sturdevant mentioned that at the emergency pipeline repair project, he had to call Chairman Thomson to get authorization to be able to spend money over his authorized limit. Commissioner Reynolds recommended a spending limit of \$25,000 in an emergency but if he needs more than that and gets approval of the Chairman or Vice-Chair, then the amount should be up to \$50,000.

9. WYANDOTTE CREEK GSA

9.1 Wyandotte Creek GSA Report

Engineer Heindell provided the April 28, 2022 Wyandotte Creek GSA Board Meeting report. Due to Governor Newsom's recent executive order, GSA's are now required to approve all large diameter well permits. The Wyandotte Creek GSA approved a draft application which would be completed by the Board and accompany each Butte County well permit. Additionally, Engineer Heindell discussed multiple funding options currently being discussed by the GSA to fund the Groundwater Sustainability Plan implementation. The Board elected to provide comments at the next GSA meeting based upon a report from the Funding Ad-Hoc Committee which the GSA Board had created to provide funding options.

10. MANAGER REPORT

100 Year Celebration: Manager Boucher reviewed over the flyer to be sent out to the customers and the steps that will take place in celebrating the District's 100 year anniversary. It was decided that the BBQ would be held on November 4th.

Tracey Keith – 20 Year Anniversary Celebration: A luncheon will be held at 12:00pm on May 19th at the District office for celebrating Tracey's 20 Year Anniversary with the District.

RPA Stabilization Fund: The District received a check in the amount of \$6,596.44 from ACWA/JPIA.

SC-OR 12: Force Main Repair: The District received a letter from Glen Sturdevant, Manager/Superintendent from SC-OR thanking TWSD for the assistance that was provided in repairing the broken sewer force main.

Water Transfer Refill: Engineer Heindell reported that the inflow was greater than the outflow and that they are still releasing.

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11. HEARING OF INDIVIDUALS ON NON-AGENDA ITEMS

None

12. BOARD COMMENTS

Happy Anniversary to Director Wristen for 2 years on the Board.
Happy Birthday to Director Hatley and Director Taggart.

13. CLOSED SESSION

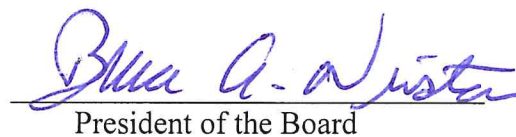
This item was moved forward in the agenda and has already been discussed.

14. ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 4:40 pm.



Secretary of the Board



President of the Board