

## Minutes of the Regular Board Meeting

Thermalito Water and Sewer District  
Minutes of the Regular Board Meeting  
January 19, 2021 – 2:00 pm

### 1. CALL TO ORDER

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

#### 1.1 Flag Salute

Attorney Carter led the flag salute

#### 1.2 Roll Call

Present were President Hatley, Director Latulippe and Director Wristen. Also present were Attorney Carter, Office Manager Padilla, Manager Boucher and Engineer Heindell. Vice President Taggart participated via conference call. 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 December 15, 2020  
Minutes of the Special Meeting held on December 29, 2020

3.2 Financial Statement – December 2020

3.3 Water Warrants – Check Number 18436-18505 Total \$307,103.28  
Water LAIF Deposit - \$56,127.37

Sewer Warrants – Check Number 7260-7266 Total \$272,111.20

Sewer LAIF Deposit - \$23,872.63

Health Reimb Arrangement – Check Number 2822-2838 Total \$7,400.55

3.4 Superintendent's Monthly Report of Maintenance and Operations and Solar Power Generation for December 2020

It was moved by Director Wristen, seconded by Director Latulippe to approve Consent Agenda Items 3.1 - 3.4. Motion carried. Roll Call was taken.

### 4. ITEMS REMOVED FROM CONSENT AGENDA

None

### 5. GENERAL ADMINISTRATION BUSINESS

5.1 President Hatley will appoint the Administration Committee for the Calendar Year 2021

President Hatley appointed the following Administration Committee for the Calendar Year 2021.

#### COMMITTEE

Administration/Inter-departmental/  
Personnel

#### DIRECTORS

Hatley and Wristen

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**5.2 Current Board Committees**

Manager Boucher asked the Board if they would like to make any changes to the committees for the Calendar Year 2021. It was decided to leave all committees as is except for the following change:

Delete the Groundwater Sustainability Mgmt. Taggart & Hatley

Motion made by Director Hatley; seconded by Director Latulippe and unanimous carried to leave the Current Board Committees as is but to delete the Groundwater Sustainability Mgmt. Roll Call was taken.

**5.3 2021 LAIF Annual Information Update – Resolution 01-21**

Manager Boucher submitted for Board review Resolution 01-21, 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 Wristen and unanimously carried to adopt Resolution 01-21, “Authorizing Investment of Monies in the Local Agency Investment Fund”. Roll call was taken.

**5.4 Amendment to the FY 20-21 Budget – Resolution 02-21**

Manager Boucher mentioned that the meter reader vehicle has been in the shop for major repairs over the past year. He stated that each time the vehicle is in the shop, the meter reader needs to borrow one of the other vehicles leaving the utility crew short a vehicle. He stated that in looking over the budget, the Capital Item - Front Office Remodel could be postponed until next year as the money reserved for that project would better benefit the District to purchase a new vehicle. He stated that there is a total of \$50,000.00 put aside for the remodel. He received a quote from Oroville Ford for a 2021 Ford F150 for the price of \$27,178.77. He mentioned that \$27,178.77 would go towards the purchase of a new vehicle and that the remaining money would go towards computer upgrades for the front office as the Caselle software needs to operate on Windows 10 and is currently operating on Windows 7. Motion was made by Director Hatley; seconded by Director Latulippe and unanimously carried to adopt Resolution 02-21, Amending 1<sup>st</sup> 2020-2021 Budget. Roll call was taken.

**6. WATER BUSINESS**

None

**7. ATTORNEY REPORT**

None

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**8. SEWER BUSINESS**

**8.1 SC-OR Report**

Commissioner Hatley reviewed over the December 16, 2020 Regular Meeting of the Sewerage Commission – Oroville Region:

- Chairman Hatley appointed members of LOAPUD to an Ad Hoc Committee to review contract proposals for legal services. Candidates for legal services are to prepare and submit proposed contracts by January 1, 2021.
- Adoption of a Resolution Authorizing the Appointment of Glen Sturdevant as Manager/Superintendent of the Sewerage Commission-Oroville Region.

Commissioner Hatley reviewed over the January 7, 2021 Special Meeting of the Sewerage Commission – Oroville Region:

- Desiree Vance, Attorney for SC-OR gave her notice of resignation effective December 31, 2020. She attended the meeting as a courtesy and mentioned that she has no legal obligation to SC-OR as her contract was not extended.

**9. WYANDOTTE CREEK GSA**

**9.1 Wyandotte Creek GSA Report**

Engineer Heindell reviewed over the December 17, 2020 Regular Meeting of the Wyandotte Creek GSA:

- Bill Bynum who sits on the Board as the domestic well user entered into an agreement with DWR and with the Wyandotte Creek GSA to put a multi completion well on his property that the GSA will be monitoring to use for extra data to deal with the sub-basin and the water budget. A Technical Service Support Land Use Agreement has been executed for the multi completion well. The well is being funded through Prop 1 money administered by DWR.

**10. MANAGER REPORT**

**Winter Party:** The District is postponing the Winter Party until the Governor gives the order to reopen restaurants and hall rentals for party functions. Once orders have been lifted, staff will check into reserving a hall for its employee function.

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**Brazil Pipe Leak:** At last month's Board meeting, it was mentioned that the District was in communications with customer Kathy Brazil and was waiting for the return of the signed agreement so that the District could proceed forward with repairing the pipe leak that was located on her property next to the meter box. Signed agreement was returned on December 16<sup>th</sup> and the utility crew went out the morning of December 17<sup>th</sup> and repaired the leak. Office staff also made a credit adjustment to Ms. Brazil's account which captured the water usage from the day of repair back to June of 2020.

**Oro Dam Blvd Manhole Repairs:** Engineer Heindell reported that in August 2020, Caltrans was doing a repave project on Oro Dam Blvd from Feather River to 18<sup>th</sup> Street. The District was not made aware of this project. Utility crew drove out there to find them chewing up the asphalt and finding utilities that had been covered up with no access. Contacted Caltrans and informed them of this. They apologized and mentioned that it was an oversight in design. Caltrans stated that they would make sure that all of the manholes and water valves would be brought up to grade per standards. On December 18<sup>th</sup>, the District had a sanitary sewer overflow on Rosekrans. The manhole on Rosekrans flows directly down to a manhole on Oro Dam Blvd where the blockage occurred. Once the blockage was cleared, staff starting pulling up manholes and found that they had not raised them correctly and to very poor road construction standards. Crew found asphalt and concrete in the manholes which was the cause of the blockage. Had a field meet with Caltrans and the Contractor. Once the Contractor was made aware of the problem, his crew was sent out to start working on it without notifying the District. Manager Boucher ended up shutting down the project. As of today, seventeen manholes have since been repaired by the Contractor per TWSD standards. The District has been using the Camera Truck at each manhole to make sure it has been repaired correctly.

**11. HEARING OF INDIVIDUALS ON NON-AGENDA ITEMS**

None

**12. BOARD COMMENTS**

Happy Birthday to Director Reynolds.

**At 3:00 pm, the meeting recessed to go into Closed Session and reconvened at 3:40 pm.**

**13. CLOSED SESSION**

President Hatley reported that the Board discussed legal services for SC-OR. The Board unanimously decided on how the TWSD Representatives for SC-OR should vote at SC-OR's next Regular Board Meeting.

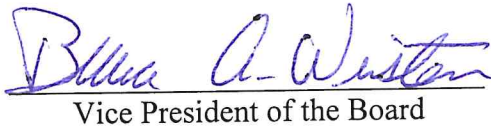
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14. **ADJOURNMENT**

There being no further business to come before the Board, the meeting was adjourned at 3:41 pm.

  
Secretary of the Board

  
Vice President of the Board