

## Minutes of the Regular Board Meeting

Thermalito Water and Sewer District  
Minutes of the Regular Board Meeting  
February 21, 2023 – 2:00 pm

### 1. CALL TO ORDER

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

#### 1.1 Flag Salute

Director Clark led the flag salute.

#### 1.2 Roll Call

Present were President Taggart, Vice President Koch, Directors Hatley, Wristen and Clark. Also present were Attorney Carter, Office Manager Padilla, Engineer Heindell and Manager Boucher.

### 2. PERSONS DESIRING TO ADDRESS THE BOARD

None

### 3. CONSENT AGENDA

3.1 Minutes of the Regular Board Meeting held on January 17, 2023

3.2 Financial Statement – December 2022 and January 2023

3.3 Water Warrants – Check Number 20006-20075 Total \$412,688.32

Water LAIF Deposit - \$8,824.32

Sewer Warrants – Check Number 7390-7400 Total \$69,305.36

Sewer LAIF Deposit - \$20,175.68

Secretary Revolving Account – Check Number 2669-2670 Total \$1,422.23

Health Reimb Account – Check Number 2931-2933 Total \$191.73

3.4 Superintendent's Monthly Report of Maintenance and Operations and Solar Power Generation for January 2023

It was moved by Director Hatley, seconded by Director Wristen to approve Consent Agenda Items 3.1 - 3.4. Motion carried.

### 4. ITEMS REMOVED FROM CONSENT AGENDA

None

### 5. GENERAL ADMINISTRATION BUSINESS

#### 5.1 Policy 2310 – Bereavement Leave

Manager Boucher informed the Board that Assembly Bill 1949 which took effect on January 1, 2023, amends the California Fair Employment and Housing Act to entitle eligible employees to take up to five days of bereavement leave upon the death of a family member. The bereavement leave must be completed within three months of the date of death and specifies that the bereavement leave need not be taken consecutively. The employee will be allowed to use any paid vacation, personal leave and available sick leave or compensatory time off for days in excess of the five days of allowed bereavement leave. He mentioned that Policy 2.320

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replaces in its entirety former Policy 2310 effective January 1, 2023. Motion made by Director Taggart; seconded by Director Koch and unanimously carried to adopt Policy 2.320 – Bereavement Leave and to rescind former Policy 2310.

**5.2 Policy 2930 – Sending Flowers and Sympathy Cards**

Manager Boucher mentioned that should there be a death or accident of a Director, staff member, employee or their family, Policy 2930 allows the Manager to expend an amount not to exceed \$50.00 for flowers and a card. Policy 2.900 – Sending Flowers and Sympathy Cards would remove the dollar amount and would allow monetary discretion to be determined by the General Manager. Motion made by Director Hatley; seconded by Director Clark and unanimously carried to adopt Policy 2.900 – Sending Flowers and Sympathy Cards and to rescind former Policy 2930.

**5.3 Election of a Special District Regular “Enterprise” Member**

Manager Boucher reported that LAFCO is calling for nominations to serve on the Commission for one Special District Regular “Enterprise” Member. Director Wristen mentioned that he would be interested in being nominated for the Enterprise Member. Motion made by Director Taggart; seconded by Director Hatley and unanimously carried to nominate Director Bruce Wristen for the “Enterprise” Member position.

**6. WATER BUSINESS**

None

**7. ATTORNEY REPORT**

**7.1 Legal Services**

President Taggart mentioned that the committee and staff have interviewed two Law Firms. Sac Valley Law Firm from Gridley and Minasian Law Firm from Oroville. He mentioned that Sac Valley Law works with reclamation districts but does not have experience in working with water and sewer districts. Minasian Law Firm covers special districts, water transfers, Prop 218 hearings, JPA, GSA, etc. He mentioned that Sac Valley pricing is higher than Minasian and the District would also need to pay travel time. Consensus of the Board is to have a contract drafted between the District and Minasian Law Firm with an effective start date of April 1, 2023 and to present it at the March Board meeting.

**7.2 Brown Act Updates**

Attorney Carter informed the Board that the California legislature has amended the Brown Act remote teleconferencing laws as of January 1, 2023. He mentioned that most of the changes are manageable, but one cannot be worked around and that is

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the one barring the Board from undertaking any further action during a teleconferenced meeting should a disruption in the teleconferencing occur until such time that teleconferencing is restored. He mentioned that Government Code section 54953(b)(4) defines teleconference as “a meeting of a legislative body, the members of which are in different locations, connected by electronic means.” In the event of a disruption that prevents the Board from broadcasting the meeting to the public, the legislative body shall take no further action on items appearing on the meeting agenda until public access to the meeting is restored. Unless service is restored quickly, this may result in closing the meeting and rescheduling it for a later date. Attorney Carter mentioned that this will need to be incorporated into the Directors Handbook.

### 8. SEWER BUSINESS

#### 8.1 SC-OR Report

Commissioner Taggart reviewed over the January 24, 2023 Regular Meeting of the Sewerage Commission – Oroville Region.

#### 8.2 Standing Committee – SC-OR Commissioners -Voting Member

President Taggart mentioned that he and Director Wristen will be switching positions at the SC-OR meetings. President Taggart will be the Voting Member and Director Wristen will be the Alternate. He stated that he is more up-to-date with what is currently happening down at SC-OR. Director Wristen mentioned that he is comfortable with the decision. Motion made by Director Hatley; seconded by Director Koch and unanimously carried to switch voting positions at SC-OR to President Taggart as the Voting Member and Director Wristen as the Alternate.

### 9. WYANDOTTE CREEK GSA

#### 9.1 Wyandotte Creek GSA Report

Engineer Heindell reported that no meeting held.

### 10. MANAGER REPORT

**Ernest Reynolds:** Services were held on January 31, 2023 at Ramsey Funeral Home for Ernest Reynolds. Over the years, Ernie had some wonderful stories to share with Management and TWSD staff. He will truly be missed.

**Distribution Operator Certification:** Congratulations to employee Austin Lewis on passing his D3 Distribution Operator Certification test.

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**Concow Lake Eagle Island:** Manager Boucher and Foreman McIntosh met up with Matthew Williford Sr. of the Konkow Valley Band of Maidu/Cultural Resource Department on February 7<sup>th</sup> to tour Concow Lake Eagle Island. He mentioned that there were several fallen trees and brush that needed to be cleaned up. Mr. Williford mentioned that he has a Tribal Land Management Team of Certified Volunteers that would remove all vegetation debris at no charge to the District. Manager Boucher informed him that he would need to meet with the Board to discuss the cleanup issues and to provide the required insurance documentation.

**Development Updates:** Engineer Heindell mentioned that a Will Serve letter has been processed for the Olive Ranch development which would connect all of the lots for the Olive Ranch Apartments. Olive Ranch Apartments is proposing a 176-unit apartment complex which is not low income. Both Olive Ranch and Table Mtn. Apartments are market rate housing.

**Treatment Plant Expansion Update:** Engineer Heindell reported that the racks will be shipping out from Pall Corporation on March 6<sup>th</sup> and should take about five days to arrive at the Treatment Plant. He mentioned that it could take anywhere from six to eight weeks to complete the project once the racks arrive. Pall Corporation has been asked to do everything to expedite the process instead of it being one process at a time.

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

None

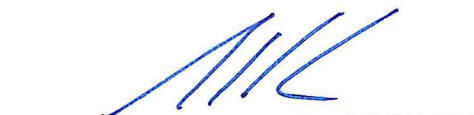
**12. BOARD COMMENTS**

Happy Anniversary to Attorney Carter and Director Hatley  
Happy Birthday to Attorney Carter

**13. ADJOURNMENT**

There being no further business to come before the Board, the meeting was adjourned at 3:16 pm.

  
Secretary of the Board

  
President of the Board