

Thermalito Water and Sewer District
Minutes of the Regular Board Meeting
April 19, 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

Manager Boucher 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

Manager Glen Sturdevant and Mikah Salsi from SC-OR was here to offer thanks to Manager Boucher, Engineer Heindell and the Utility Crew for their assistance on the repair of the line on Hwy 162 east of the bridge. He mentioned that all three agencies, City of Oroville, LOAPUD and TWSD came together as one to help take care of the situation.

3. CONSENT AGENDA

3.1 Minutes of the Regular Board Meeting held on March 15, 2022.

3.2 Financial Statement – March 2022

3.3 Water Warrants – Check Number 19351-19428 Total \$752,132.77

Water LAIF Deposit - \$6,000.00

Water LAIF Withdrawal - \$675,000.00

Sewer Warrants – Check Number 7338-7342 Total \$187,646.53

Sewer LAIF Deposit - \$21,000.00

Sewer LAIF Withdrawal - \$235,000.00

Health Reimb Account – Check Number 2889-2892 Total \$927.24

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

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5. GENERAL ADMINISTRATION BUSINESS

5.1 Abandonment by Ernie Reynolds of his Directorship of Division 5 of the District

President Wristen asked that before the Board move forward on this item, that each Board members speak from their heart about how they feel about Director Reynolds and what they think should possibly happen.

The Board shared their appreciation of Director Reynolds and mentioned that they would like to recognize him for his 47 years of dedicated service to the Board and the District by presenting him with a plaque or Resolution which would be presented to him on August 31st, 2022. Manager Boucher mentioned that he will come up with some suggestions and will present them to the Board at a later date.

Motion made by Director Taggart; seconded by Director Latulippe and unanimously carried to accept the Letter of Resignation from Ernie Reynolds resigning from the Thermalito Water and Sewer District effective August 31, 2022. A letter will be sent to Director Reynolds formally accepting his resignation from the District.

5.2 Recognition for Years of Service

Manager Boucher informed the Board that he would like to see employees be awarded their recognition for the years of service provided to the District by giving them a net incentive check. The amount for the years of service would be, completion of 5 Years - \$250.00; 10 Years - \$500.00; 15 Years - \$750.00; 20 Years - \$1,000.00; 25 Years - \$1,250.00; 30 Years - \$1,500.00; 35 Years - \$1,750.00; 40 Years - \$2,000.00. He mentioned that currently the employees are awarded items such as paperweights, clocks, etc. Recognition would be given at the Winter Party and then again at the Employee Appreciation Day. Staff has checked with the District's Auditor's, and they have agreed that an incentive bonus check for years of service is fine. Consensus of the Board is to move forward with rewarding employees with a net incentive check at either the Winter Party or Employee Appreciation Day.

5.3 DOXO Payment Provider

Office Manager Padilla informed the Board that she has been in contact with DOXO who currently processes on-line checks from customers and sends those checks to the District via USPS. She mentioned that instead of receiving the on-line checks in check form which could take up to 7-10 days to receive, DOXO is offering the District to sign up with them so that payments would be sent to the bank via ACH. She mentioned that the District would receive a reconciliation file so that payments can be applied to the customer's account. She mentioned that

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there is no cost to the District for this service. Consensus of the Board is to allow staff to get signed up with DOXO so that customer payments will be provided to the District via ACH rather than checks.

6. WATER BUSINESS

PUBLIC HEARING WAS OPENED AT 3:02PM

6.1 Urban Water Management Plan

Engineer Heindell reported that this item was presented at the March Board meeting. The Board tabled this item as staff had mentioned that the District's service area has a population of more than 5% Hispanic and Hmong, and that it would be in the best interest to run another public notice in both those languages. He mentioned that sufficient notice has now been given in those languages. He asked if the Board had any question at which time there were no questions.

At this time being that there was no one in the audience and no questions from the Board, President Wristen closed the Public Hearing at 3:04pm.

Motion made by Director Taggart; seconded by Director Hatley and unanimously carried to adopt the Urban Water Management Plan.

6.2 VFD Replacement Approval for FY22/23 Budget

Manager Boucher mentioned that the Chief Treatment Plan Operator has received a proposal from Aqua Sierra Controls to replace the 150HP VFD with a 200HP ABB VFD for the amount of \$35,171.33. The VFD replacement will be placed in the FY22/23 budget and purchased after July 1, 2022. He stated that Aqua Sierra Controls is willing to lock this price in if a Purchase Order is received by April 30, 2022. Should the order be placed after April 30th, the price will increase by 9%. Motion made by Director Taggart; seconded by Director Hatley and unanimously carried to approve the purchase of the 200HP ABB VFD not to exceed \$35,171.33 for the FY22/23 Budget. Roll call taken.

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

Engineer Heindell submitted a proposal from Pall Corporation to expand the existing Water Treatment Plant with an additional two rack system. He mentioned that by adding the additional two racks, it will go from 4 MGD to 8MGD. He stated that with all of the development that is going on in the Thermalito area, during the summer the Treatment Plant itself cannot meet the demands of the District. He mentioned that the Pall Corporation proposal will be placed in the FY22/23 budget and delivery and installation will happen after July 1, 2022. He mentioned that the cost for the additional two racks comes to \$1,987,784,

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Cushman Contracting price to complete the installation comes to \$611,000, chlorine pump upgrade is between \$8,000-\$10,000 and a buffer for any change orders - total amount is around \$2,722,000. In reviewing over the LAIF Water Account spreadsheet, he mentioned that staff would like to move \$1,000,000 from the Source Development Account and \$1,500,000 from the Water Transfer Account and place it in the Treatment Plant Upgrade Account so the ending balance under the Treatment Plant Upgrade account would be \$2,722,693.07. Motion made by Director Taggart; seconded by Director Hatley and unanimously carried to move \$1,000,000 from LAIF Account 10-1280-00 to the Treatment Plant Upgrade Account 10-1290-00 and to move \$1,500,000 from LAIF Account 10-1293-00 to the Treatment Plant Upgrade Account 10-1290-00 making the Treatment Plant Upgrade Account 10-1290-00 total \$2,722,693.07. Roll call taken.

Motion made by Director Taggart; seconded by Director Hatley and unanimously carried to approve the Pall Corporation Proposal dated April 11, 2022 and the proposal from James C. Cushman, Inc. dated April 13, 2022 for the installation of a two rack expansion with ancillaries in an amount not to exceed \$2,722,693.07 for the FY22/23. Roll call taken.

Motion was made by Director Taggart; seconded by Director Hatley and unanimously carried to allow Manager Boucher to have the authority to transfer money from the LAIF Account – Treatment Plant Upgrade 10-1290-00 to the Bank of the West Water Warrant Account for distribution of payment for the two rack expansion to Pall Corporation and James C. Cushman, Inc. Roll call taken.

7. **ATTORNEY REPORT**

None

8. **SEWER BUSINESS**

8.1 **SC-OR Report**

Commissioner Hatley reviewed over the March 22, 2022 Regular Meeting of the Sewerage Commission – Oroville Region.

- **Welcome New Commissioner:** Scott Thomson is the new representative from the City of Oroville who replaces Dave Pittman.
- **Adoption of the Fiscal Year 2022/23 Proposed Budget:** The board adopted the budget for fiscal year 2022/23.
- **Update Risk Management Plan:** Received a proposal from Coleman Engineering for just under \$10,000 to perform an update since the last update was performed in 1999.

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- **Line Repair on Hwy 162:** Duke Sherwood Contracting has completed the repair that was made to the line on Highway 162. Repair was under the budget cost of \$35,385.00

9. **WYANDOTTE CREEK GSA**

9.1 **Wyandotte Creek GSA Report**

Engineer Heindell mentioned that there was nothing to report as the Wyandotte Creek GSA did not have a meeting. Next meeting will be held in April.

10. **MANAGER REPORT**

100 Year Celebration: Office Manager Padilla presented to the Board a few ideas for the 100 Year Celebration. \$100 Credit on Customer Accounts; \$100 Credit Coupon or a TWSD Backyard Celebration. The Board liked the idea of having a backyard celebration as well as putting a credit on each account. It was mentioned that the credit should be placed on the accounts over a period of a few months. A flyer will be sent out with the billing to inform the customers of the credit and the backyard celebration.

Low-Income Household Water Assistance Program: The District has enrolled into an agreement with LIHWAP who will provide financial assistance to low-income Californians to help manage their residential water utility costs. To those customers who qualify, they can receive a one-time credit (up to \$2,000) on their water or wastewater bill. This program will launch on May 1, 2022 where customers can then apply for assistance. The program will end on August 31, 2023.

Thank You Card: Engineer Heindell received a thank you card from customer Charles Mauldin. Mr. Mauldin utilized Engineer Heindell to help with filling up his pool.

TWSD Compensation Study: Engineer Heindell reported that the District has been working with Bryce Consulting on a compensation study. He mentioned that the District is being compared with other agencies from Carmichael, San Juan, etc. and that the results are mixed. He mentioned that they are trying to get the best comparison and plan to have this wrapped up by the May Board meeting.

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

None

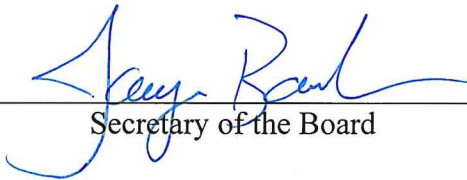
12. **BOARD COMMENTS**

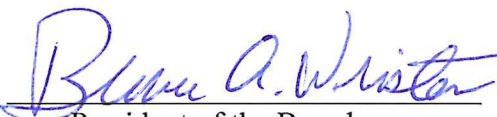
Happy Anniversary to Director Latulippe for 4 years on the Board.

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13. ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 4:20 pm.


Secretary of the Board


President of the Board