

1. CALL TO ORDER

The meeting was called to order by President Hatley at 2:03 pm

1.1 Flag Salute

Manager Boucher led the flag salute

1.2 Roll Call

Present were President Hatley, Vice President Latulippe and Director Taggart. Also present were Attorney Carter, Office Manager Padilla, Manager Boucher and Engineer Heindell. Director Pulley was participating 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 March 17, 2020

3.2 Financial Statements – March 2020

3.3 Water Warrants – Check Number 17906-17969 Total \$324,926.43

Water LAIF Deposit - \$57,263.46

Water LAIF Withdrawal - \$61,000.00

Sewer Warrants – Check Number 7217-7221 Total \$197,575.16

Sewer LAIF Deposit - \$22,736.54

Secretary Revolving Account – Check Number 2657 Total \$100.00

Health Reimb Arrangement – Check Number 2790-2791 Total \$130.00

3.4 Summary of District Operation and Solar Power Generation – March 2020

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

4. ITEMS REMOVED FROM CONSENT AGENDA

None

5. GENERAL ADMINISTRATION BUSINESS

5.1 Rename Solar LAIF Accounts

President Hatley informed the Board that the solar loan was paid off as of April 2020. He mentioned that there are two LAIF accounts that were utilized for the solar payment and rate stabilization. Staff is requesting to rename the LAIF “TWSD 2012 Reserve Fund Account” with an amount of \$147,881.70 to read “Solar Account” and the “2012 Solar Project CNB Account” with an amount of \$222,693.07 to read “Treatment Plant Upgrade Account”. Motion made by

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Director Hatley; seconded by Director Latulippe and unanimously carried to rename the LAIF “TWSD 2012 Reserve Fund Account” to “Solar Account” and the “2012 Solar Project CNB Account” to “Treatment Plant Upgrade Account”.

5.2 Coronavirus Disease 2019 – Resolution 02-20 Declaring a Local Emergency

Engineer Heindell mentioned that there may be funding available to offset some of the work schedule disruptions caused by the COVID-19. He mentioned that Resolution 02-20 Declaring a Local Emergency has been created so that in the future should funds be available, the District would be able to apply for them. Motion made by Director Hatley; seconded by Director Taggart and unanimously carried to approve Resolution 02-20 Declaring a Local Emergency. Roll Call taken.

5.3 TWSD Temporary Work Schedule

Manager Boucher reported that due to the Coronavirus (COVID-19), as of March 24, 2020, the front lobby has been closed down and the distribution department staff is alternating days. The treatment plant operators are also alternating with seven days on and seven days off. He mentioned that all employees are on an on-call basis. He reported that since March 24th, he had staff remodel the front lobby area making it so that the customer service staff can start taking payments on a daily basis. He is requesting that the front office be opened as of April 22nd with limited hours from 10:00am to 2:00pm Monday through Friday. Consensus of the Board is to open up the front office for payments starting Wednesday, April 22nd.

5.4 Policy 1.100 – Billing and Payment of Bills

Attorney Carter reported that back in December 2019, the legislature approved to make water and sewer providers more like the Public Utility Districts. Part of the billing process was that you can do what you have been doing for non-residential service but if you have policies that allow you to discontinue residential service you now will have to comply with the statewide policies. He reminded the Board that TWSD is an irrigation district and can basically bill only the owner, it can terminate water on its own policy terms and if water is not paid for by the end of the fiscal year, it can place a lien on the property by referring the bill over to the Accessors office which will reimburse the District once the lien is put onto the Property Tax bill. He mentioned that if the District were to start following the statewide policy, then the entire policy regarding termination of residential services would need to be rewritten. He mentioned that he has reviewed other District policies and has focused on Paradise Irrigation and Durham Irrigation. Both have taken the approach that in order to implement the State’s policy, it would be so time consuming and a waste of manpower. Both Districts agree that

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they will continue billing the customers, charging the late fee and if the bills are delinquent on June 30th, will be turned over to the Accessors office. He explained to the Directors that TWSD can follow PID and DID or can adhere to the State's policy. He mentioned that if the District chooses to follow the State's policy, the disconnection portion would be added and the District would have to add that section with five different languages. He mentioned that the policy can always be changed at a later date. This policy will be tabled and a new version of Policy 1.100 will be presented at the May 2020 Board meeting.

6. WATER BUSINESS

None

7. ATTORNEY REPORT

7.1 Connection Fees and Capacity Charges for Accessory Dwelling Units (ADU)

Attorney Carter reported that in order to encourage ADU's being constructed as part of new homes or added to existing homes, the state legislator has made a lot of changes to the law. One of the aspects of it is that it effects connection charges for water or sewer service to ADU's in certain instances. He mentioned that he has spoken to Desiree Vance, the attorney for SC-OR about this and SC-OR's position is that the new law disallows connection fees and capacity charges for ADU's. He mentioned that he does not agree that connection fees and/or capacity charges are not to be assessed in all instances. He mentioned that he will first meet with District staff to review over and then will discuss with Desiree Vance attorney for SC-OR and Emily LaMoe attorney for LOAPUD.

8. SEWER BUSINESS

8.1 SC-OR Report

Commissioner Hatley reviewed over the March 25, 2020 Regular Meeting of the Sewerage Commission – Oroville Region that were included in the Board packet.

9. WYANDOTTE CREEK GSA

9.1 Wyandotte Creek Nomination for a Primary Board Member Representative

Engineer Heindell reported that with the resignation of Director Pulley, Thermalito Water and Sewer District will need to nominate a candidate for the primary and secondary seat. President Hatley appointed Director Taggart as the Primary Board Member and Director Latulippe as the Secondary Board Member.

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10. MANAGER REPORT

ACWA/JPIA Refund: The District was issued a check in the amount of \$10,225.61 from ACWA/JPIA for the prior year's premiums.

Division of Drinking Water Compliance Order: Manager Boucher reported that the District has complied with the Division of Drinking Water Compliance order. He mentioned that Treatment Plant Operator McInturf has performed some pretest and that all have come back within acceptable levels.

2.5 MG Tank Replacement Project: The replacement of the 2.5 million gallon distribution tank has been completed and is fully operational. Completion of the tank provides more turn-over of processed water as well as additional pressure of approximately 5 psi throughout the system.

11. HEARING OF INDIVIDUALS ON NON-AGENDA ITEMS

None

12. BOARD COMMENTS

Congratulations to Director Latulippe for 2 years on the Board.
Everyone wished Director Pulley a farewell and to enjoy his new life in Missouri.

At 3:20 pm, the meeting recessed to go into Closed Session and reconvened at 4:18 pm.

13. CLOSED SESSION

President Hatley 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, 2020 through June 30, 2022 fiscal years. The Board thoroughly discussed the proposals and asked Manager Boucher to discuss the Board's decision with both groups. This item will be brought back to the May Board meeting.

With respect to General Manager Boucher the Board discussed his contract and gave him direction. This item will be brought back to the May Board meeting.

14. ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 4:19 pm.

Secretary of the Board

President of the Board