

DRAFT

MINUTES OF REGULAR BOARD MEETING OF THE BOARD OF DIRECTORS OF DEL PASO MANOR WATER DISTRICT

The Board of Directors of the Del Paso Manor Water District held its regular meeting at the District office located at 1817 Maryal Drive, Suite 300, Sacramento, California on September 5, 2017 at 7:30PM.

President Allen called the meeting to order. All Board members were present. Also present were Attorney Brown, Field Manager Rich Bolton, and Office Administrator Lori Hensley. Manager Debra Sedwick was absent due to a scheduled vacation. Also in attendance Sergio Guillen with Forsgren Associates. There were several residents and members of the public also present.

PLEDGE OF ALLEGIANCE:

All stood for the pledge of allegiance.

CONSENT CALENDAR:

1. Approval of the August 7, 2017 and August 21, 2017 minutes.
2. Approval to pay invoices for August 2017.

<u>WATER REVENUE</u>	<u>CHECK NO.</u>	<u>AMOUNT</u>
Primetax Service Charge 8/5	EFT	190.14
AT&T 8/7	8444	204.38
Debra Sedwick (Reimbursement) 8/7	8445	38.32
Primetax - Payroll 8/15	EFT	8312.40
Primetax - Payroll Taxes 8/15	EFT	5080.25
Primetax - Payroll 8/31	EFT	10664.35
Primetax - Payroll Taxes 8/31	EFT	5786.34
PERS-GASB 68 (Report Service Fee) 8/31	EFT	700.00
PERS/Health 8/31	EFT	6977.99
PERS/Retirement 8/31	EFT	4544.29
ACWA/JPIA (Dental, Vision, & EAP) 8/31	8446	620.60
Voya Financial	8447	1800.00
One Print Source & Graphics	8448	267.96
Aqua Sierra Controls, Inc.	8449	316.00
AT&T	8450	184.59
Bar-hein Company	8451	80.42
Hill Rivkins Brown & Associates	8452	2548.00
BSK Associates	8453	180.00
Burketts	8454	121.67
Chevron	8455	296.85
AT & T Wireless	8456	219.71
Digital Deployment, Inc. (Streamline-website)	8457	200.00
Emigh Hardware	8458	71.09
Forsgren Associates Inc.	8459	1343.75
Ferguson Waterworks	8460	711.75
Inland Business Systems	8461	252.01
P.G.& E.	8462	8.33
Petty Cash	8463	80.89
The Sacramento Bee	8464	239.26
SMUD	8465	11117.67
Sierra Chemical Company	8466	691.70
Debra Sedwick (Reimbursement)	8467	44.32
The Bank of New York Mellon (Administration Fee)	8468	1980.00

Valley Land Company (Customer-Refund/Over payment)	8469	174.60
Uinta Holdings, LLC	8470	1930.00
Stericycle Communication Solutions	8471	302.35
YP	8472	15.50
		<u>68297.48</u>

Upon motion by Director Matteoli, seconded by Director Clohossey, and carried the Board approved all consent calendar items listed above by the following roll call vote:

Ayes: Allen, Clohossey, Matteoli, Saunders, and Wilson
 Noes: None
 Abstain/Absent: None

President Allen stated a few house keeping reminders. Please be respectful while others are speaking, so all can hear. During public comment you will have three minutes to make your point (a one minute remaining warning signal will be given, if needed). There has been twenty copies of the agenda made for this meeting as we have twenty chairs; if need be, please share with your neighbor.

REPORT FROM FIELD MANAGER CONCERNING:

August field matters:

1. The District field staff responded to seven leaks this month. All were service line related that required the assistance of the District.
2. Field staff also performed twenty-one Underground Service Alerts and six service line locations throughout the month.
3. Staff responded to six SCADA alarms at Well #9 caused by intermittent utility power fails at the site; SMUD was contacted.
4. District staff performed the required annual sampling of nitrates at all wells. The results are pending.
5. District staff also sampled for 1,2,3, Trichloropropane(TCP) at all wells. The results are pending.
6. District staff collected third quarter source water bacteriological samples on all wells. However, Well #2 tested present for coliform bacteria and e-coli. All follow up samples tested absent. It was determined that it was caused by a sampling error. Field Manager Bolton contacted the State Water Resources Control Board Department of Drinking Water, sanitized the well and retested as standard protocol. No water went into the distribution system from Well #2.
7. District staff replaced the oil control solenoid at Well #5.

REPORT FROM MANAGER CONCERNING:

August operational matters given by Field Manager Bolton:

1. The District website is up and running. The address is “delpasomanorwd.org”. Manager Sedwick will work to transfer the domains donated by Trish Harrington and Director Wilson when she returns from vacation.

2. The Request for Proposal for the Cost of Service Analysis has been released. Manager Sedwick is working on the ranking sheet and requesting a committee be appointed to assist with the ranking and selection recommendation. President Allen appointed Director Wilson and Director Matteoli to assist Manager Sedwick for the RFP ranking.

3. An application for an intern has been submitted to CSUS. Applicants are to apply by mid-September so interviews can be done when Manager Sedwick returns. Director Clohossey has been in contact with the communications professor and will update Manager Sedwick upon her return.

4. The District has finally received the State NPDES permit that was applied for in 2015. The reporting under this permit will be much less time consuming than the Regional Board permit.

5. The District reduced our water production for August by .93%, compared to 2013; the year to date reduction compared to 2013 was 23.7%. Compared to 2016, August increased by 23.7%, with year to date increase of 11.4% compared to 2016.

6. All bacteriological quality samples tested absent for August.

7. There were no water complaints for the month of August.

REPORT FROM ATTORNEY CONCERNING:

No report.

REPORT FROM ENGINEER CONCERNING:

Sergio Guillen with Forsgren Associates reported this will be a busy hurricane season; hurricane Harvey is past and Irma is now reaching category five level. Hurricane Jose is on its way and more damaging hurricanes to follow.

REPORTS ON VARIOUS MEETING(S):

President Allen attended the Sacramento Groundwater Authority meeting. A Sustainable Groundwater Management Act (SGMA) update was given by John Woodling. Rob Swartz gave the Groundwater Management Program update.

OLD BUSINESS:

1. Field Manager Bolton reported for Manager Sedwick on four bills. AB623, the Public Goods Charge bill to assist disadvantage communities and individual well owners in operating and maintaining their wells if they have water quality problems, has had language added by the author to include the following fees: fertilizer fee, milk fee, and water fee. SB746, the lead testing in schools bill, current status is that it is in the Senate Appropriations Suspense file. AB401, which passed in 2015 and stated the State Water Resource Control Board, is to develop a plan to provide statewide low income assistance by January 1, 2018 and report to the Legislature by February 1, 2018, still has four options

that are being worked on. Lastly, the authors on AB1668/SB606, the two conservation bills which focus on Urban Water Purveyors, have amended their bills to include language related to small water systems including language that the state should provide guidance to improve drought planning for small water suppliers and rural communities and states that by January 1, 2019 the Water Board shall have a plan for small communities. For the regulatory update, the State Water Resource Control Board has directed staff to work on establishing a lower detection level and gather more information so a decision can be made if the MCL for perchlorate should be lowered; the current MCL for perchlorate is 6ppb, effective October 2007. Manager Sedwick will continue to monitor and keep the Board apprised upon her return.

2. The Board reviewed and discussed the communication plan. Director Clohossey reviewed the list of options, adding door hangers, a welcome kit, and a community advisory group to the list. The Board requested Manager Sedwick to bring back options and information for a citizen's advisory group. Director Clohossey asked each Director for their top five strategies/tactics as Field Manager Bolton compiled the list. The top five configured by all the Directors are:

1. Website
2. Newsletter as bill inserts
3. Survey
4. Town Hall/Workshop/Meet & Greet (informal)
5. Ad hoc to gather customer input

Director Clohossey also stated the application for an intern was submitted to Sacramento State University; however, calls to the professor and grad student for an update have gone unanswered.

NEW BUSINESS:

1. Upcoming meeting(s):
 - a. None.

PUBLIC COMMENT:

Several residents spoke during public comment. Four residents commented on the website; one could not find the agenda, one had no problem finding the agenda, one thanked the District for the website, and one had printing issues and content questions. Another resident admitted she never reviewed nor did she understand the proposed rate increase as she did not read the 218 notice and fears that surveys will have a very low return ratio. Residents Greg Schneider and Marissa Burt handed out their cost saving ideas, other issues, and their review of the budget. Resident Debbie Simpson commented that she had a positive meeting with Director Clohossey.

BOARD GENERAL DISCUSSION:

Director Wilson thanked Manager Sedwick and Director Clohossey for their work in getting the website up and operational so quickly. Director Matteoli attended the ACWA Groundwater Committee meeting this month. Trevor Joseph with DWR gave an updated SGMA implementation, discussed capacity for sustainability, GSA formation as 99.9% complete, and funding solicitation for GSA's AB1427 (Edmond), which states groundwater reuse is a beneficial use, was discussed. The discussion was on resolving the issue on current law stating conserved water rights are for five years which is contradictory to SGMA,

There being no further business to come before the Board, the Board President adjourned the meeting at 9:10PM.

Richard K. Allen, President

ATTEST:

Debra Sedwick, Secretary