



5880 Oak Street, Anderson, CA 96007
Phone: (530) 357-2121 Fax: (530) 357-3723

Board of Directors: Terry Lincoln - Chair
Scott McVay, Vice Chair
Directors – Pam Beaver, Beverly Fickes, Logan Johnston

General Manager: Paul Kelley

REGULAR MEETING: February 21st, 2024, at 6:00PM: District Office Board Room

MINUTES

1. CALL TO ORDER: 6:00 pm by Chair Lincoln

2. PLEDGE OF ALLEGIANCE: Led by Director Johnston

3. ROLL CALL:

Directors – Chair Lincoln, Vice Chair McVay, Director Beaver, Director Fickes, Director Johnston

Staff Present – GM Paul Kelley, Administrative Assistant Shannan Perry

Members of the Public – Sandy Winters, others are not identified.

4. OPEN TIME/PUBLIC COMMENT:

Sandy Winters – came to podium to speak about the Happy Valley Firewise meeting for February that was cancelled and stated the next meeting will be March 28th.

5. CONSENT AGENDA (Action)

The following items are expected to be routine. Any interested party may comment or request an item be removed from the consent agenda for separate discussion/action.

a. Minutes from Meetings – Regular meeting 1/17/24, Finance Committee 1/10/24

b. Paid Bills: 1/10/24 – 2/12/24

i. *Director Fickes asked about Lloyd Lane hydrant cost approximately \$10,000 what was wrong with the hydrant. GM Kelley stated that it is an older hydrant and does not have enough flow as well as a wrong coupling. Director Fickes then asked about the estimated cost for replacement of the hydrant on Olinda Rd. GM Kelley stated that it will be approximately \$20,000 for replacement.*

ii. *Directors asked about the credit card purchases for tools, GM Kelley mentioned that the tools replacements are for Unit 3 and maintaining the inventory list with tools needing to be provided.*

c. Payroll: 1-18-24, 2-1-24

d. Activity Report: January 2024

ADA Related Disabilities:

Contact the front office and speak with a Staff Member if special consideration is needed to attend any public meeting for disability related accommodations or aide is needed. Please give 72 hours - notice prior to the meeting to allow staff to meet your requests appropriately.

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- i. Board members asked about hydrant replacements and inquired about how many hydrants are in the district as well as a discussion about the wharf heads. GM Kelley mentioned this is why he has put in a request for hydrant funding in the district.

Motion to approve consent: Beaver, 2nd Fickes. Motion carried Unanimously (5-0)

6. OLD BUSINESS/NEW BUSINESS (Discussion/Action)

- a. **O.B.** - USBR Account Reconciliation (Discussion)
 - i. GM Kelley says we received a letter from the Bureau that we fulfilled the obligations.
- b. Water Year 2024-25 Update (Discussion)
 - i. GM Kelley discussed the Bureau provided the preliminary rate sheet that stated he is waiting to confirm once we receive the official report in the mail as this is the preliminary report. We will be going over rates in the March Board Meeting.
- c. Update on Retiree Medical Plan Change actions and MOU Approval (Discussion)
 - i. GM Kelley updated the Board on this item – Mid America is great to work with and has taken care of all the retirees. Director McVay asks if employees are happy no longer paying into OPEB. S. Perry responds yes.
- d. Revise General Administrative Policy (Discussion/Action)
 - i. GM Kelley reviewed the updated General Administrative Policy regarding the correct amount of petty cash.

**Motion to approve the revised General Administrative Policy: Johnston, 2nd Beaver.
Motion carried Unanimously (5-0)**

7. GENERAL MANAGERS REPORT

GM Kelley mentions the fix and repair of the heater in the board room. He reported the new account clerk hired with the start date of February 26th. GM Kelley mentioned that we have been running parallel with CUSI and CUBIC and have had approximately 10 hours of training for CUSI. Director Johnston asked about communication capabilities in CUSI. GM Kelley stated that we will be able to reach out to customers specified to their preferences, robo-call, text, email.

8. OPERATIONS REPORT

GM Kelley mentions the payment plans and offered Admin Asst. Perry a chance to review the admin items. GM Kelley also discussed the Water Treatment Plant new computer is about to be swapped out as well as the leak that occurred on Lassen Ave.

9. STANDING COMMITTEE REPORT –

- a. Agriculture –
Director McVay mentioned the agriculture meeting on March 6th at 6 pm. He wants to have information in the newsletter as well as on the marquee board at the school to inform the community.
- b. Finance –

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GM Kelley mentions the finance committee meeting will be the 2nd week of the month.
Director McVay requested to set up a quarterly finance meeting in April.

c. Planning/Steering –

GM Kelley mentions that we should have a planning and steering committee meeting in April.
Director Fickes asked who gets the money when the fire marshal requires hydrant being installed. She suggested the planning and steering dept. get that information.

10. BOARD MEMBER ITEMS

Director Fickes mentions the convention in Reno that she and GM Kelley attended. Mentioned that the Ag Committee would have benefitted from going to the conference and recommends more to attend.

11. CLOSED SESSION ANNOUNCEMENT: - None

12. ADJOURN THE MEETING – Meeting Adjourned by Director Beaver at 7:22pm

Approved: 03/20/24 Meeting



Signed:

Secretary of the Board
General Manager: Paul Kelley

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