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

General Manager: Dale Mancino

REGULAR MEETING: October 21, 2026, at 6:00PM: District Office Board Room

MINUTES

CALL TO ORDER: 6:00 PM

PLEDGE OF ALLEGIANCE: *Led by Director Terry Lincoln*

ROLL CALL: *Director Lincoln, Vice-Chair Johnston, Chair Fickes, Director McVay, Director Beaver, General Manager Dale Mancino, Admin Assistant Clerk Mark Gray, Distribution Supervisor Morgan Rau*

OPEN TIME/PUBLIC COMMENT:

Customer Sandy Winters – Sandy Winters announced that the Firewise group would hold its final meeting of the year on Thursday at 6:00 PM at the Community Hall. No meetings are planned for November or December due to the holidays. The group also reminded members to submit their required worksheets.

CONSENT AGENDA

1. **Minutes from Meetings**: **Regular Meeting 09/16/26; Finance Meeting 09/09/26**
2. **Bills Paid: September 2026**
3. **August P & L Report**

The Board reviewed the minutes from the September 16, 2026 regular meeting and September 9, 2026 Finance Committee meeting, along with bills paid in August and the Profit and Loss report.

Director McVay moved to approve the Consent Agenda as presented. Second by Director Beaver

Vote 5-0. Motion Carried.

REGULAR AGENDA

4. **Board Director Appointments** (Discussion/Action)

The Board considered appointments for two Board seats scheduled to expire December 4, 2026.

Aaron Nichols introduced himself and discussed his background in electrical work, his interest in the District's water system and infrastructure, and his availability to assist with Board and committee responsibilities. Board members discussed his application and interest in serving.

Director Terry Lincoln moved to appoint Aaron Nichols to the Board in lieu of an election, subject to approval by the Shasta County Board of Supervisors. Director Pam Beaver seconded the motion.

Vote 5-0. Motion carried.

The Board then considered Chairperson Beverly Fickes for appointment in lieu of an election, subject to approval by the Shasta County Board of Supervisors. Director Pam Beaver moved to appoint Beverly Fickes, and Director Scott McVay seconded the motion. Chairperson Fickes abstained.

Vote 4-0. Motion carried.

The appointments are subject to the required approval by the Shasta County Board of Supervisors.

5. LAFCO Special District Election (Discussion/Action)

Ronnean Lund, the current Chair of the Local Agency Formation Commission (LAFCO), discussed her candidacy for another term as Special District representative. She described her experience and emphasized the importance of maintaining representation for special districts on the Commission.

Community member Chris Kelstrom expressed support for Lund and recommended her for re-election. Discussion also included LAFCO boundaries and the District's sphere of influence.

Director Logan Johnston moved to support Ronnean Lund for the LAFCO Special District representative position. Director Pam Beaver seconded the motion.

Vote 5-0. Motion carried.

6. Ten-Year Water Master Plan (Discussion/Action)

General Manager Dale Mancino provided an update on the District's ten-year water master plan. The previous plan was completed in 2007. Because PACE Engineering estimated approximately $300,000 to prepare a new plan, the District is developing a draft in-house.

The approximately 50-page working draft incorporates information from the 2007 plan, pressure studies, capital improvement projects, funding and grant opportunities, treatment plant reports, and the proposed one-million-gallon clearwell. Major areas of focus include treatment plant improvements, the clearwell, distribution system improvements, and pipe replacement.

The Planning and Steering Committee is assisting with the work. A finalized draft is anticipated around February. This item was for discussion only; no Board action was required.

7. General Manager's Report

General Manager Mancino reported on efforts to obtain State funding for infrastructure improvements. The District is currently classified as "not at risk" on the State Water Resources Control Board's SAFER Dashboard, which limits access to certain funding opportunities. The District has been working with the Division of Drinking Water to seek an "at risk" designation that could improve its funding eligibility.

The General Manager reported nine water-main breaks in two weeks, highlighting the condition of the District's aging asbestos-cement pipes and the system's high pressures. PACE Engineering is expected to conduct a site visit and evaluate the proposed pressure-reducing valve station on Flowers Lane, including fire-flow requirements and appropriate equipment sizing. The District is considering outside contracting to complete the work efficiently while allowing staff to gain experience.

Community members discussed possible ways to strengthen the District's funding case, including reviewing applicable State regulations, documenting water-system failures, seeking support from local elected officials and fire agencies, and exploring potential assistance through Far Northern Regional Center and other grant sources.

8. Operations Oral Report

Administration and Delinquent Accounts

The General Manager presented the delinquent-account report:

- 121 days or more delinquent: 221 accounts totaling approximately $69,964.
- 91–120 days delinquent: 56 accounts totaling approximately $1,065.
- 60–90 days delinquent: 85 accounts totaling approximately $5,887.
- 30–60 days delinquent: 300 accounts totaling approximately $22,089.

The Board discussed pursuing property liens where appropriate rather than writing off outstanding balances. Staff also explained that billing-system issues with CUSI had delayed deposits and affected the timing of reports. Once deposits were processed, the reported monthly balance improved.

Staff reported that the new fee structure, including shutoff and reconnection fees, appears to be encouraging customers to pay more promptly. The Board also discussed recent customer concerns about online payments and telephone access. Staff reported that the new answering service was working well and that additional CUSI training was being arranged with Centerville staff.

Water Treatment Plant

The treatment plant produced 514.42 acre-feet of surface water during the reporting period, with 347.06 acre-feet used. No well water was produced. The plant was operating at approximately 5.5 million gallons per day.

Routine maintenance included servicing monitoring equipment, cleaning and organizing facilities, removing scrap metal and unused equipment, and clearing sludge from a backwash pond. A vehicle had left the roadway near Backwash Pond No. 3, damaging a gate and leaving debris in the drainage area; staff removed the debris and repaired the gate.

The Bureau of Reclamation changed the treatment plant intake from the upper to the lower intake, requiring a temporary plant shutdown and adjustments to the treatment process. The Board also discussed whether domestic use by agricultural customers could be considered in future water-allocation planning during drought conditions.

The General Manager reiterated that replacing the treatment plant, or major portions of it, could cost approximately $8 million to $12 million and would require grant funding.

Distribution Operations

Distribution Supervisor Morgan Rau reported emergency repairs to a 10-inch asbestos-cement main on Olinda Road, a 12-inch main on Oak Street, and an 18-inch main on Happy Valley Road. A separate two-inch service line and valve were also replaced on Happy Valley Road.

Paving work on China Gulch was postponed due to forecast rain and was tentatively rescheduled for October 28–29.

All District fire extinguishers had been inspected and brought into compliance. October water samples had returned absent for the reported contaminants. Staff also completed vehicle fleet program requirements and continued hydrant flushing, valve inspections, painting, and mapping.

The report noted 48 door hangers issued under the billing and shutoff program, with eight services shut off and six still disconnected due to outstanding balances.

The Board discussed coordination with local fire agencies during water outages and fires. Staff reported ongoing communication with the fire department regarding hydrant use, system limitations, and areas where water service is interrupted. The Board also discussed using fire-system concerns and supporting documentation to strengthen the District's request for State infrastructure funding.

9. STANDING COMMITTEES & AD HOC COMMITTEES REPORT OUTS

a. **Agriculture Committee:** No committee business was reported. The Farmers Market has concluded for the year. A Christmas Boutique is planned for December 11 at the Community Center.
b. **Finance Committee:** A meeting was tentatively anticipated for December, depending on whether financial information and other items are ready for review.
c. **Planning and Steering Committee:** The next meeting was scheduled for December 9 at 6:00 PM. The Committee will continue work on the ten-year master plan and bring proposed projects, including treatment plant replacement and other capital improvements, to the Board for approval as needed for future grant applications. Community participation was encouraged.
d. **Personnel Committee:** The Committee met with the union representative and continued work on the Memorandum of Understanding negotiations. The Committee is also reviewing and clarifying job descriptions and duties.
e. **Centerville Contract Ad Hoc Committee:** The Committee continued reviewing the contract with Centerville. Work included the administrative expense table, operations and maintenance table, capitalization policy language, and extension of the Bureau of Reclamation land lease. The goal is to make the contract and expense calculations clearer and easier to understand. Additional work, including true-ups, remains underway.
f. **Prop 218 Advisory Committee:** Committee work remains on hold until approximately April while the District completes its master plan and evaluates infrastructure needs and potential grant funding. No changes to base rates or water rates are planned at this time. The Board discussed that any future rate adjustment would require the appropriate Prop 218 process.

10. BOARD ITEMS:

Director Scott McVay raised the possibility of holding the District's annual employee luncheon around Christmas and suggested selecting a date at the next Board meeting. Director Pam Beaver offered to coordinate the luncheon.

No additional Board items were presented.

Next meeting is scheduled for November 18, 2026 at 6:00 pm.

11. ADJOURN THE MEETING: 7:04 PM