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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: September 16, 2026, at 6:00PM: District Office Board Room

MINUTES

CALL TO ORDER: 6:00 PM

PLEDGE OF ALLEGIANCE: *Led by Chair Beverly Fickes*

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 – Announced the next Fire Wise Group meeting scheduled for October 22nd at 6:00 PM at the Community Hall.

Customer T.J. Ray – Expressed concerns regarding a water-line repair on her property, lack of notification when her water service was shut off, and her treatment by District staff when attempting to resolve the matter. The Board acknowledged the complaint and stated that the matter would be investigated further.

CONSENT AGENDA

1. **Minutes from Meetings**: **Regular Meeting 08/19/26; Planning and Steering 08/25/26**
2. **Bills Paid: August 2026**

The *Board* reviewed the consent agenda.

Director McVay moved to approve the Consent Agenda as presented. Second by Director Beaver
Vote 5-0. Motion Carried.

REGULAR AGENDA

3. **Flowers Lane** (Discussion/Action)

General Manager Dale Mancino presented options for addressing recurring water-main breaks on Flowers Lane. The existing 12-inch asbestos-cement (AC) water main was installed in the 1960s and

operates at pressures approaching its original rated capacity. The aging pipe has experienced repeated failures, creating service interruptions for affected customers.

Two primary options were discussed:

- **Full water-main replacement:** Replace approximately 1.1 miles of existing pipe with C900 pipe, including service connections and valves. Preliminary estimates ranged from approximately $1.5 million to $2 million, with other installation methods estimated at approximately $1.3 million. The District would need to pursue grants or other funding.
- **Pressure-reducing valve (PRV):** Install a pressure-reducing valve and associated vault to lower pressure in the affected area and reduce the likelihood of future breaks. Preliminary contractor estimates ranged from approximately $150,000 to $350,000.

The Board and community discussed the age and condition of the existing pipe, pressure levels, previous repairs, service interruptions, the potential effect on household water pressure, and the cost of replacing the entire line. Staff explained that a PRV could provide an interim solution while the District pursues funding for full replacement.

The Board emphasized that Flowers Lane remains a priority and discussed the need to obtain more precise cost estimates, evaluate installation options, and determine the potential effect on District reserves. The General Manager will obtain updated pricing, an implementation timeline, and additional information regarding contractor versus in-house installation. Staff will also evaluate the appropriate valve size and configuration.

Director Beaver made a motion to proceed with Option 2, installation of a pressure-reducing valve, with the General Manager to provide more accurate costs and a timeline as soon as possible. Second by Director Johnston.

Vote 5-0. Motion carried.

4. **Water Treatment Plant Power Outage** (Discussion)

Treatment Operator Brandon Anderson reported on the September 12th power outage at the Water Treatment Plant. The backup generator failed to start because of a battery-related problem. During the outage, water continued flowing through the plant for approximately 50 minutes before the valves were shut. Because the plant was without power, chlorine was not being injected during that period.

Staff restored generator operation and worked with the State to issue a boil-water notice. Five water samples were subsequently collected throughout the distribution system and tested negative for coliform bacteria. The boil-water notice was lifted after the results were received.

The Board discussed preventive measures to reduce the likelihood and duration of future outages, including battery backup systems to close valves automatically during power loss and an additional

connection for a temporary generator. Staff will continue evaluating options to improve reliability and reduce treatment-plant downtime.

5. General Manager's Report

General Manager Dale Mancino reported on the following:

- **Flowers Lane:** Continued work toward a pressure-reduction solution and long-term replacement funding.
- **Power contingency planning:** Staff coordinated with PG&E to develop a plan for a potential extended loss of utility power at the Water Treatment Plant. Bullard Electric was asked to provide a quote for improvements to the automatic transfer switch.
- **Grants and funding:** The District received notice of a $250,000 Cal OES cybersecurity grant. The funds had not yet been received or implemented. Staff continued working with PACE Engineering and State agencies to pursue funding for water-main replacement, Water Treatment Plant improvements, and other capital projects.
- **Ten-year master plan:** Staff are updating the District's older master plan to reflect current infrastructure needs, including Flowers Lane, valves, distribution-system improvements, and treatment-plant projects.
- **Staffing:** Jessica Heck was hired as a full-time Account Clerk to assist with billing, cashiering, customer accounts, and administrative support. Brant Johnson was selected for the Distribution Operator position and was expected to begin work shortly.
- **Labor negotiations:** MOU negotiations with the union were expected to begin in early October.

6. Operations Oral Report

Administration and Delinquent Accounts

The General Manager presented the delinquent-account report:

- 121 days or more delinquent: 215 accounts totaling approximately $67,000.
- 91–120 days delinquent: 59 accounts totaling approximately $3,463.
- 60–90 days delinquent: 96 accounts totaling approximately $4,389.
- 30–60 days delinquent: 294 accounts totaling approximately $23,809.

The Board discussed changes in delinquent balances and the effect of the recently revised late-charge policy, which increased the charge from 1% to 10%. Staff also discussed the need to continue pursuing older delinquent accounts and using liens where appropriate under District policy.

Water Treatment Plant

The plant produced approximately 754.15 acre-feet of surface water during the reporting period. Approximately 519.39 acre-feet of surface water was used by Clear Creek, with no well-water production reported. The plant was producing approximately 5.5 million gallons per day.

Staff continued routine monitoring and maintenance, cleaned and pressure-washed the filters, cleaned the filter-waste pond, removed unusable materials, and organized equipment and supplies. Additional work is being considered to improve backup power and automatic shutdown capabilities.

Distribution Operations

Distribution staff responded to emergency repairs on Noosha Lane, Poplar, Olinda Road, and two separate locations on Flowers Lane. The District continued recruitment for the Distribution Operator position and worked to maintain service reliability amid multiple emergency repairs.

7. STANDING COMMITTEES & AD HOC COMMITTEES REPORT OUTS

- ***a.*** **Agriculture Committee –** *No committee business was reported. Director McVay announced that the Farmers Market would continue on the first and third Saturdays of October at Happy Valley Elementary School. A Christmas boutique was planned for December 11th at the Community Center.*
- ***b.*** **Finance Committee –** *The Committee continued reviewing District finances and identifying projects in coordination with the General Manager. The next meeting was scheduled for October 6 at 9:30 AM.*
- ***c.*** **Planning/Steering Committee –** *The Committee continued reviewing fee schedules and capital improvement projects. Work on the ten-year master plan will continue, with a preliminary draft anticipated for Board review in October. The next meeting was scheduled for October 14 at 6:00 PM.*
- ***d.*** **Personnel Committee –** *The Committee did not meet during September. A meeting was expected in early October to prepare for upcoming union negotiations.*
- ***e.*** **Centerville Contract Ad Hoc Committee –** *The General Manager reported continued discussions with Centerville regarding an extension of the existing contract. A meeting with the General Manager of Centerville was scheduled, followed by an ad hoc committee meeting.*
- ***f.*** **Proposition 218 Advisory Committee –** *Meetings remain suspended until approximately April while the District evaluates its finances, capital improvement needs, and potential early repayment of the Water Treatment Plant loans. The Board discussed the possibility that early repayment could reduce the monthly filtration-plant charge by approximately $6.90. No water-rate increase was anticipated in the near term.*

8. BOARD ITEMS:

The Board discussed community concerns regarding communication during water outages and the District's answering service. Customers reported difficulty reaching the answering service during emergency water-main breaks. General Manager Mancino acknowledged the problem, apologized, and

reported that a replacement provider had been identified, although the existing contract required approximately 30 days' notice before termination.

The Board encouraged interested residents to apply for upcoming Board vacancies expected in January. Directors also encouraged community participation and voting in the upcoming elections.

No additional Board items were presented.

Next meeting is scheduled for October 21, 2026 at 6:00 pm.

9. ADJOURN THE MEETING: 7:28 PM