

**MINUTES OF THE REGULAR MEETING
OF THE SEWERAGE COMMISSION - OROVILLE REGION**

(Held at the Commission office on April 28, 2021 at 5:00 p.m.)

1. Call to Order ❖

Chairman Hatley called the meeting to order at 5:00 p.m.

2. Roll Call ❖

Present were Commissioners Fairbanks and Kuehner from the Lake Oroville Area Public Utility District, Pittman and Reynolds from the City of Oroville, and Hatley and Latulippe from the Thermalito Water and Sewer District. Staff present was Manager Sturdevant and Plant Supervisor Salsi.

3. Salute to the Flag ❖

Commissioner Hatley led Commissioners and staff in the salute to the flag.

4. Acknowledgment of Visitors ❖

None

5. Board Meeting Minutes of the Regular Meeting held on March 24, 2021.❖

Upon motion by Commissioner Reynolds to approve the minutes of the meetings, and second by Commissioner Fairbanks, the minutes of the March 24, 2021 meeting were unanimously approved.

6. Employee Safety Meeting Minutes of April 16, 2021.❖

A motion was made by Commissioner Kuehner to approve the minutes of the meeting, and seconded by Commissioner Reynolds. The minutes of the April 16, 2021 employee safety meeting were unanimously approved.

7. Authorization of Warrants ❖

Commissioner Kuehner met with Manager Sturdevant and reviewed the warrants, and having found everything to be in order made a motion to approve warrants 26669-26727 in the total amount of \$118,203.05 from March 24, 2021 to April 28, 2021, including Commissioner fees and electronic fund transfers. The motion was seconded by Commissioner Fairbanks, and the warrants were unanimously approved and ordered paid.

8. Fiscal Reports ❖

Manager Sturdevant reported that the fiscal reports for March 2021 were in the packets for review. There were no questions and nothing further to report.

9. Renaming a Guarantor for the SC-OR Credit Card Accounts and/or Applications ❖

Manager Sturdevant said that this was to change the guarantor on our accounts from Scott Koch to himself. Chairman Hatley made a motion to name Manager Sturdevant as the guarantor on the Bank of America accounts replacing Scott Koch. The motion was seconded by Commissioner Reynolds and was unanimously approved.

10. Fiscal Year 2021/2022 Proposed Budget. ❖

Manager Sturdevant said that two different budgets for fiscal year 2021/2022 were presented at the March meeting, the first to hire two O-I-T's and the second to hire one O-I-T. Chairman Hatley asked how the new O-I-T was doing, to which Manager Sturdevant said Joe was doing very well. He said that he asked Joe if he would consider keeping his EMT certificate renewed per the Commissions' request if SC-OR would pay for the renewal, to which Joe said he had no problem doing that.

A motion was made by Chairman Hatley to adopt the budget option (option 1) that includes the hiring two O-I-T's for fiscal year 2021/2022, and was seconded by Commissioner Kuehner. The motion passed by the following votes: Reynolds – Aye, Hatley – Aye, Kuehner – Aye.

11. Resolution 04-21—Resolution Establishing District Reserves, and SC-OR Policy No. 3140 ❖

Manager Sturdevant stated that this is to clean up the resolution and policy adding the Regulatory and Capital Account Reserve created in 2015 to pay for updating the plant, as the resolution and policy did not get changed to reflect the new reserve.

A motion was made by Chairman Hatley to adopt Resolution 04-21 and approve updates to Policy No. 3140, which was seconded by Vice-Chair Pittman. The motion passed by the following votes: Reynolds – Aye, Hatley – Aye, Kuehner – Aye.

12. Resolution 05-21—Resolution Establishing Monthly Sewer Service Charge Reserves in Unrestricted Account, and SC-OR Policy No. 7140 ❖

Manager Sturdevant said he is bringing the preapproved schedule for sewer service rate increases through 2023/2024 for adoption. He recently found out that he needed a resolution with the scheduled increases for the SRF application. Policy No. 7140 also needs to be updated accordingly.

A motion was made by Commissioner Reynolds to adopt Resolution 05-21, Establishing Monthly Sewer Service Charge Reserves in Unrestricted Account, and approve updates to SC-OR Policy No. 7140. The motion was seconded by Commissioner Fairbanks, and passed by the following votes: Reynolds – Aye, Hatley – Aye, Kuehner – Aye.

13. Provost and Pritchard Contract Amendment for SRF Application ❖

Chairman Hatley stated that Manager Sturdevant called him asking if this item should be put on the agenda or to wait because the APE (Area of Potential Effect) is going to change, and scope of work probably will also. Chairman Hatley told him to keep it on the agenda so it can be discussed as a group.

Manager Sturdevant said there are potential changes to the design in the plant upgrade. If the Commission chooses to change some or all of the designs, it will change the project description in the SRF application. The APE had already been completed, but then design changes were made in the upgrade project to the ponds under the previous manager. The APE is no longer valid, and biologists now must come back. Since we are not in a time crunch, and more design changes may be approved, this can be brought back once those have been determined. His recommendation is that we wait on this until next month.

Attorney Huber reported that Ken Shuey said that the \$48,765 he has requested is sufficient to finish the SRF loan for the current scope, but asked if that is what the Commission wants? If the Commission wants to consider the design changes, then he suggested to wait and amend the contract one time instead of now and then again when another change is approved.

Chairman Hatley said that Provost and Pritchard is continuing to do work on the SRF application. It was the consensus of the Commission to table this item until the May meeting.

14. Jacobs Engineering Construction Management Proposal for Primary Pump Station (T.O. #37) ❖

Manager Sturdevant reported that the Primary Pump Station project is going out to bid on Friday, April 30, 2021. He said the Engineering Construction Management Proposal from Jacobs seems high at \$746,270, when the proposal from Provost and Pritchard was around \$500,000 for the same work. He said if directed he will get more quotes and additional information. It was the direction of the Commission to table this project until additional quotes have been gathered and then a special meeting may be called to decide on the direction to proceed.

15. Jacobs Engineering Contract Amendment No. 3 for Plant Upgrade ❖

Manager Sturdevant spoke on his recommended design changes prioritized in terms of importance. The quoted costs are only for the engineering design changes; the design changes will add to the cost of the construction in the upgrade.

1. Demolition of the digester tanks: The concrete is falling off of the bottom of the staircase, and the entire building is similar.
2. Road/site civil work: We are proposing that Jacobs design a road around the back side of the plant because, as things start to be built there will be just enough room to get a truck into our caustic area for deliveries, and the driver would then have to back out. It would be better to have a road for ingress and egress. We would have to have our one-water system demoed and rebuilt in the process.
3. Enclose blower building: The new blower building will serve air to the aeration basin, and they are very loud. He believes it would be better to have it in an enclosed building instead of a 3-walled building to reduce the noise.
4. Enclose thickener building: He would like to see this in an enclosed building also, but it is just for housekeeping and to prevent exposure to the elements.
5. Women's locker room: (Per Scott Huber we do not legally need separate facilities for men and women anymore). Manager Sturdevant reported we had a good female candidate apply for the O-I-T position, but we do not have a locker room to accommodate a female. He would like it considered to extend one of the bathrooms to add a shower.
6. Project management for the above work: This would be for all of the work listed above.

The consensus was to table a decision until we get some estimated figures from Jacobs of what the project costs will be.

16. Attorney's Report ❖

Nothing

17. Manager's Report ❖

Manager Sturdevant said he met with TWSD and City representatives at the Ruddy Creek Pump Station to get everyone on the same page for the pump station expansion. It went very well. We should have information on the progress at the pump station to bring to the May meeting.

18. Visitor Comments ❖

None

19. Commissioner and Staff Comments ❖

Commissioner Kuehner thanked the Commissioners for the opportunity to serve with them. All of the Commissioners wished him well in his move and thanked him for his service. Chairman Hatley asked if he knew who his replacement would be, to which he responded that he did not know.

Vice-Chair Pittman reported that houses are getting built, and there is interest in more homes.

Plant Supervisor Salsi reported that Graphic Packaging is looking at connecting to the sewer system as an industrial discharger.

20. Adjournment ❖

There being no further business, the meeting was adjourned at 5:57 p.m. to the regular meeting scheduled on May 26, 2021 at 5:00 p.m.

Respectfully submitted,



GLEN E. STURDEVANT, CLERK

Approved