

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

(Held at the Commission office on March 28, 2023 at 5:00 p.m.)

1. Call to Order ❖

Chairwoman Mastelotto called the meeting to order at 5:00 p.m.

2. Roll Call ❖

Commissioners present were Commissioners Mastelotto and Salvucci from the Lake Oroville Area Public Utility District, Pittman and Thomson from the City of Oroville, Taggart and Wristen from the Thermalito Water and Sewer District. Staff present was Manager Glen Sturdevant, Plant Supervisor Mikah Salsi and Attorney Jones.

3. Salute to the Flag ❖

Commissioner Mastelotto led the commissioners and staff in the salute to the flag.

4. Acknowledgment of Visitors ❖

None

5. Board Meeting Minutes of the Regular Meeting held on February 28, 2023 and the Special Meeting of March 8, 2023.❖

Upon motion by Commissioner Wristen to approve the minutes of the meetings, and seconded by Commissioner Taggart, the minutes of the February 28, 2023 regular meeting and the March 8, 2023 special meeting were unanimously approved.

6. Authorization of Warrants ❖

Commissioner Pittman met with Manager Sturdevant and reviewed the warrants, and found everything to be in order. Warrants 28012-28072 in the total amount of \$339,143.41 from March 1, 2023 to March 28, 2023, including Commissioner fees and electronic fund transfers, were ordered paid.

7. Fiscal Reports ❖

Manager Sturdevant stated the fiscal reports for February 2023 were in the packets for review. There were no questions expressed and nothing further to report.

8. Closed Session

The Commission adjourned to closed session at 5:03 pm and reconvened to open session at 5:06 pm. Chairwoman Mastelotto stated that there was only discussion in closed session, and no direction was given.

9. Consider Awarding Contract for Underground Electrical Work for the De-Chlorination Station ❖

Manager Sturdevant reported on our need to build the Bi-sulfite station due to our issues with getting gas for de-chlorination. We have already awarded a contract to build the concrete structure and install the piping underneath the slab, but this contract is to install the conduit for controls for the pumps and the future hypochlorite system. We are asking for the contract to be approved for a total of \$25,000. The bid was \$22,690, but he added a 10% contingency in case there is anything unforeseen.

A motion was made by Commissioner Taggart to accept the bid from Cascade Electric for an amount not to exceed \$25,000. The motion was seconded by Commissioner Wristen, and passed by the following vote: Taggart – Yes, Mastelotto – Yes, Pittman – Yes.

10. Consider Awarding Contract for Grant Administration Oversight ❖

Manager Sturdevant said that we are receiving a grant of CDBG funds through the County from the State, and because of the onerous process the County highly recommends that we hire a grant administrator. Adams Ashby Group was the only firm that submitted a Proposal, and we believe that they are a good firm and meets all of the HCD requirements. We had a panel to grade their proposal, which consisted of Amy Bergstrand from the City of Oroville, Jayme Boucher from TWSD, Tracy Davis from the County of Butte, and Mikah Salsi and I from SC-OR. It was unanimously agreed that Adams Ashby was a great firm and more than qualified to be our grant administrator. We are asking you to approve their contract for an amount not to exceed \$163,725. Chairperson Mastelotto stated that the proposal lists hours to perform the work on the grant administration; if the hours are less than listed will the cost be cheaper, and if they are more is it more expensive? Mikah Salsi said that they would bill for additional hours, or the cost would be less if the hours are less.

Dave Pittman reported that he recently sat through HCD meetings in Washington DC, and he said he couldn't believe the number of details that they require at the federal level. Hiring someone to administer the grant is clearly the responsible thing to do.

A motion was made by Commissioner Taggart to award the Grant Administration oversight to Adams Ashby for an amount not to exceed \$163,725. The motion was seconded by Commissioner Pittman, and passed by the following vote: Taggart – Yes, Mastelotto – Yes, Pittman – Yes.

11. Attorney's Report ❖

Attorney Ryan Jones thanked the Board for welcoming him. He said that Manager Sturdevant and Plant Supervisor Salsi have been great to work with.

12. Manager's Report ❖

Manager Sturdevant reported that we are sending our Environmental Compliance Supervisor/Lab Technician, Kendra Morgan, to San Diego for some training. There will be significant changes in the lab in the next couple of years because of ELAP (the lab regulatory body in California) requirement changes. He will have a report at the next meeting of what she learned at the training.

The proposed budget was distributed for each commissioner to take and review. He asked that they please call with any questions. There is a 12.57% increase in this budget over last year due to all costs going up. It will be agendized for adoption next month if there are no questions. Commissioner Pittman mentioned that PG&E costs alone have drastically increased. Manager Sturdevant stated that we used less electricity last year over the previous, and still paid \$50,000 more for power. There is another PG&E increase of 20% scheduled for April. Commissioner Thomson asked if we have considered upgrading our solar system. Manager Sturdevant said that is definitely being discussed to double our system during a phase of the upgrade to eliminate the annual true-up. He will bring that request to the Commission when the upgrade is under consideration.

13. Visitor Comments ❖

None

14. Commissioner and Staff Comments ❖

Commissioner Pittman brought up changing our meeting date, asking to consider moving it from Tuesday evenings back to Wednesday evenings. Manager Sturdevant said the date was changed to Tuesdays for our former Counsel, and our new Counsel would not mind if we moved it to Wednesday evenings. Commissioner Pittman said that Tuesday meetings sometimes conflict with the City Council special meetings. Manager Sturdevant will either agendize the change for consideration at the next regular meeting, but we may have a special meeting based on receiving grant funds—we need to approve that we will take the grant monies before the County will approve giving the grant funds—so he would agendize the meeting change for the special meeting if one is necessary.

15. Adjournment ❖

There being no further business, the meeting was adjourned at 5:22 p.m. to the regular meeting scheduled for April 25, 2023 at 5:00 p.m.

Respectfully submitted,



GLEN E. STURDEVANT, CLERK

Approved