

Manager's Report

**To the SC-OR Commissioners by Glen Sturdevant
on October 19, 2023**

Operations & Maintenance

There are no operational issues to report this month. We have just pulled and submitted our quarterly samples, and are now hauling sludge to the Neal Road Landfill.

Influent Pump Station

We received some disappointing news regarding the electrical equipment we have been waiting on. The ship date was again postponed to November 11. I have spoken to our General Counsel to see if SC-OR has any recourse.

Closed Session

We will have a closed session meeting to discuss the acquisition of the RCPS property.

Annual Financial Statement (Audit)

At our September meeting, each commissioner received a draft copy of our audit for review. I did not receive questions from any of you, so there will be an item on the agenda to adopt the final audit for fiscal year 22/23.

Consolidation and Elimination of SC-OR Policies Pertaining to Septic Pumps

During our work on the new septic rate, we discovered some redundant policies with regards to septic dumping. We have consolidated these policies into one, SC-OR policy 3205, and will use our Septic S.O.P. (Standard of Practice) to keep SC-OR in compliance with any new regulations or insurance requirements. This consolidation eliminates the following SC-OR policies: 3210, 32020, 3230, 3240, 3250 and 3260.

Amendment No. 6 to Task Order No. 20—General Consulting Services

This is the budget and task order we use for general engineering consultation. If myself or staff have questions that we cannot answer, or that require an engineering stamp, then we have the ability to call and get answers.

SC-OR's Future

Plant Supervisor Salsi and I will be attending the California Water Reuse conference from November 5 to November 7 to learn more about the new path to direct potable reuse/recycle, and learn more about new legislation with regards to potable reuse in California.

Funding Search

SC-OR received notice from the State of California that the upgrade project will be placed on the “fundable list”; this is the first step in the process of receiving a SRF (State Revolving Funds) loan. We have a meeting to learn more on October 24th, which is the same day as our board meeting. I will report to the board what we learn.

Operator Recruitment

We have completed the first round of interviews and have some good candidates. I will update the board as we move through the process, but my hope is to have a new team member by Thanksgiving.

SEWERAGE COMMISSION - OROVILLE REGION
BUDGETARY SUMMARY - FISCAL YEAR 2023/2024

DESCRIPTION	Adopted Budget 2023/24	Expended This Month	Expended Through 9.30.2023	Balance of Funds Remaining	Time Left 75%
SALARIES & WAGES	997,600	65,839.15	204,338.04	793,261.96	80%
EMPLOYEE BENEFITS	717,922	55,081.97	356,388.29	361,533.71	50%
COMMISSIONERS' FEES	43,200	3,600.00	10,800.00	32,400.00	75%
CMSNRS FICA & MEDICARE	3,305	275.40	826.20	2,478.80	75%
GAS, OIL & FUEL	30,000	1,055.99	2,819.91	27,180.09	91%
INSURANCE	120,000	0.00	124,171.69	(4,171.69)	-3%
MEMBERSHIPS	10,000	0.00	513.84	9,486.16	95%
OFFICE EXPENSES	10,000	1,932.20	2,708.13	7,291.87	73%
OPERATING SUPPLIES	345,000	14,471.95	53,803.17	291,196.83	84%
PROFESSIONAL SERVICES	160,000	20,902.92	28,282.81	131,717.19	82%
PRINTING & PUBLICATIONS	3,000	0.00	0.00	3,000.00	100%
REPAIRS & MAINTENANCE	125,000	36,020.42	44,765.29	80,234.71	64%
BIOSOLIDS DISPOSAL	40,000	0.00	0.00	40,000.00	100%
MONITORING & COMPLIANCE	100,000	2,177.49	23,974.68	76,025.32	76%
TRAINING & MEETINGS	20,000	431.21	8,655.36	11,344.64	57%
UTILITIES	652,150	46,874.47	130,478.44	521,671.56	80%
TOTAL OPERATING	3,377,177	248,663.17	992,525.85	2,384,651.15	71%
Engineering Fees	9,267.92				
Legal Fees	2,075.00				
Auditing Fees	9,000.00				
Permits	0.00				
Miscellaneous	560.00				
	<u>20,902.92</u>				

SEWERAGE COMMISSION - OROVILLE REGION

REVENUE SUMMARY - FISCAL YEAR 2023/2024

DESCRIPTION	Received	Received	Unrestricted	Restricted	Regulatory &	Restricted	Restricted	Restricted
	This Month	Through 09.30.23	Funds	W.C.R.F. Funds	Capital Acct. Funds	Cap. Outlay Funds	Ann. M&O Funds	Fines&Pen. Funds
SERVICE CHARGES	0.00	0.00	0.00					
SEPTAGE DUMPERS	13,160.16	24,619.94	24,619.94					
EX. PEAK FLOWS	0.00	0.00		0.00				
EX. MO. FLOWS	0.00	0.00	0.00					
OTHER AGENCIES	143,644.51	143,644.51	143,644.51					
RFC CHARGES	13,276.00	13,276.00				13,276.00		
INTEREST	151,195.53	151,195.53	62,661.48	7,190.86	36,057.11	45,207.46		78.62
R&CA (Regulatory & capital acct)		0.00						
WCRF		0.00						
TOTALS	321,276.20	332,735.98	230,925.93	7,190.86	36,057.11	58,483.46	0.00	78.62

**SEWERAGE COMMISSION - OROVILLE REGION
ACTIVE & INACTIVE CASH - MONTHLY RECAP
FISCAL YEAR 2023/2024**

	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE
Cash - Unrestricted	7,214,794.29	7,042,009.27	7,078,012.35	0.00	0.00	0.00	0.00	0.00	0.00	0.24	0.24	
Cash - Restricted												
WCRF	812,806.77	812,806.77	804,905.67									
R&CA	4,000,212.02	4,000,212.02	4,036,269.13									
Cap. Outlay	5,098,836.17	5,084,730.57	4,760,575.28									
Annul. M & O	300,000.00	300,000.00	300,000.00									
Fines&Pen	8,739.21	8,739.21	8,817.83									
TOTAL CASH	17,435,388.46	17,248,497.84	16,988,580.26	0.00	0.00	0.00	0.00	0.00	0.00	0.24	0.24	
INTEREST ALLOCATED:												
Unrestricted												
Reserve/WCRF												
Reserve/CO												
Reserve/M&O												
Reserve/F&P												
Reserve/RCA												
CONSISTING OF:												
Checking Account	1,201,582.65	49,692.03	38,578.92									
L.A.I.F. Account	16,233,805.81	17,198,805.81	16,950,001.34									
TOTAL CASH	17,435,388.46	17,248,497.84	16,988,580.26	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
% of Funds Invested	93.11%	99.71%	99.77%									

Sewerage Commission - Oroville Region

Bank Reconciliation - Bank of America

Fiscal Year Ended 30 June 2024

BALANCE PER BANK

Ending Balance on Bank Statement	30-Sep-23	337,724.81
Less Outstanding Warrants		(299,145.89)
Equals Adjusted Bank Balance at	30-Sep-23	<u>38,578.92</u>

BALANCE PER BOOKS

Beginning Prior Checkbook Balance	1-Sep-23	<u>49,692.03</u>
Deposits		570,080.67
Less Warrants Written		(536,927.04)
Less Net Payroll Warrants		(44,266.74)
Equals Adjusted Checkbook Balance	30-Sep-23	<u>38,578.92</u>



MALIA M. COHEN

California State Controller

**LOCAL AGENCY INVESTMENT FUND
REMITTANCE ADVICE**

Agency Name SEWERAGE COMM OROVILLE REGION
Account Number 70-04-001

As of 10/13/2023, your Local Agency Investment Fund account has been directly credited with the interest earned on your deposits for the quarter ending 09/30/2023.

Earnings Ratio		.00009812538629360
Interest Rate		3.59%
Dollar Day Total	\$	1,540,840,144.32
Quarter End Principal Balance	\$	16,798,805.81
Quarterly Interest Earned	\$	151,195.53

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

(Held at the Commission office on September 26, 2023 at 5:00 p.m.)

1. Call to Order ❖

Vice-Chairman Pittman 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 Koch from the Thermalito Water and Sewer District. Staff present was Manager Glen Sturdevant, Plant Supervisor Mikah Salsi, and Attorney Ryan Jones.

3. Salute to the Flag ❖

Manager Sturdevant 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 August 22, 2023 ❖

Upon motion by Commissioner Koch to approve the minutes of the meeting, and seconded by Commissioner Salvucci, the minutes of the August 22, 2023 regular meeting were unanimously approved.

6. Employee Safety Meeting Minutes held on September 12 and 19, 2023 ❖

Manager Sturdevant reported that a safety meeting was held on September 12 to cover the new Chlorine B repair kit to be used if there is a chemical leak. On September 19th we did a hands-on training of how to use the equipment. Commissioner Mastelotto asked if the tools being used are in the kit. Manager Sturdevant affirmed that they are. Everything is labeled, and the instructions have step-by-step procedures. We train a couple times a year so that employees are prepared in case of a leak.

Upon motion by Commissioner Mastelotto to approve the minutes of the meetings, and seconded by Commissioner Salvucci, the minutes of the September 12 and 19, 2023 employee safety meetings were unanimously approved.

7. Authorization of Warrants ❖

Commissioner Koch met with Manager Sturdevant and reviewed the warrants earlier: Warrants included check numbers 28359-28416 for a total amount of \$641,254.66 from August 23, 2023 to September 26, 2023, including Commissioner fees and electronic fund transfers. The warrants were ordered paid.

8. Fiscal Reports ❖

Manager Sturdevant stated that both July and August fiscal reports were included in the packets because July's weren't available last month due to the annual audit being conducted.

9. Closed Session ❖

The Commissioners adjourned to closed session at 5:06 pm and reconvened to open session at 5:24 pm. Vice-Chairman Pittman stated that there was only information received in closed session, and no action was taken.

10. Hourly Wage Schedule (Appendix II)

Manager Sturdevant stated that by SC-OR policy we have a built-in cost-of-living that becomes effective on September 1st each year. This year the COLA it was 3.7%. The wage scale must be adopted per CalPERS rules.

A motion was made by Commissioner Koch to adopt the Hourly Wage Schedule (Appendix II) for fiscal year 2023-2024. The motion was seconded by Commissioner Salvucci, and passed by the following vote: Pittman – Yes, Taggart – yes, Mastelotto – Yes.

11. Resolution 06-23 (Fixing the Time and Place of Regular Meetings) and SC-OR Policy 6000 ❖

Manager Sturdevant reported this resolution and policy were missed when we changed the day that the meeting is held each month, so we are bringing it now for adoption.

A motion was made by Commissioner Mastelotto, and seconded by Commissioner Salvucci to adopt Resolution 06-23 (Fixing the Time and Place of Regular Meetings) and SC-OR Policy 6000. The motion passed by unanimous vote.

12. Resolution 07-23 (Fixing the Regional Facility Charge) and SC-OR Policy 7260 ❖

Manager Sturdevant stated that annually the RFC is reviewed by staff, who then makes a recommendation to keep it the same or change it. Our recommendation is to keep it at \$6,638 per connection until the Proposition 218 hearing. At that time, we will have to use the weighting factor for multi-family units and mobile home parks, but until then we recommend no change.

Commissioner Mastelotto asked when the rate study would be completed. Manager Sturdevant stated that it was complete, we are now waiting LOAPUD to have their study done, and the city needs to finalize their study, and then we can move forward. We were originally thinking the rates could be adjusted in January, but we don't believe that LOAPUD nor the city will have their studies done by then, so it will be pushed out to probably July 2024. It also depends upon the litigation.

A motion was made by Commissioner Koch, and seconded by Chairman Taggart to adopt Resolution 07-23 (Fixing the Regional Facility Charge) and SC-OR Policy 7260. The motion passed by the following vote: Pittman – Yes, Taggart – yes, Mastelotto – Yes.

13. Pond Re-Surfacing and Rehabilitation Account ❖

Manager Sturdevant stated that Neal Road Landfill has an ongoing problem with water in their ponds that they must dewater and haul to a facility that will take it. We have made a decent amount of money taking their leachate, and used it in the past to purchase heavy equipment, etc. They have already paid us \$163,000+ this year, and have brought in enough to pay us another \$160,000+. Typically, these monies roll right into the reserves. He would like to create an account that is specifically for resurfacing and rehabilitation of the sewer ponds. That is the part of the plant that gets used when taking the leachate, so he would like to use those monies to rehabilitate the ponds. Our ponds are supposed to be 100% sealed, and we have cracks in them. We do not want to violate our permit by having our pond water leaching into the ground, so we need to resurface and rehabilitate those ponds, which will be a substantial cost to do so. He will bring a plan to the next meeting of how we should go about it. Commissioner Koch said that if the ponds are in bad shape, then we need to start working on them now and use the leachate monies to pay back the funds used. It probably needs to be done sooner than later. He said this is at least a 3-year project, as two ponds must be in service at any one time. Direction was given to create an account and put 100% of the leachate money into the newly created pond resurfacing and rehabilitation account.

14. Attorney's Report ❖

Attorney Jones stated that regarding the litigation filed by K&M, our firm of Colantuono, Highsmith & Whatley are compiling documents from staff and are still in the discovery phase of the litigation. They are confident in the boards' decisions on the rate setting on the development. There has been no action from the last meeting to this meeting.

15. Manager's Report ❖

Manager Sturdevant reported that our Thermalito Waste & Sewer Districts' flow meter is finally working, so you will receive a full flow report at the next meeting.

Manager Sturdevant stated that the draft audit was given to each commissioner to take and review, and bring any questions to him prior to the next board meeting.

We have begun recruitment for a new operator. We have advertised for an OIT, Grade I, II or III operator, which should give us the best person for the position based on their fit and not their certification. We received many applications we will be reviewing.

Assemblyman James Gallagher will be here Thursday to talk about future projects that SC-OR is looking into, such as, water sales, recycle water, the small hydro facility, class A biosolids, etc. We are going to try to get support and guidance from him. The main topic will be the small hydro facility because that is where we are trying to gain some traction.

Supervisor Salsi is looking at obtaining a grant to study the feasibility of the small hydro project. He is continually looking for money for the water sales and the full plant upgrade.

Chairman Taggart asked how the new work week for the operators is going. Manager Sturdevant stated It is taking some adjustment to the longer days, but it seems to be a success, and we are working out the kinks.

16. Visitor Comments ❖

None

17. Commissioner and Staff Comments ❖

Commissioner Pittman asked if we had heard anything from the County on the bio-mass plant. Manager Sturdevant said he is waiting to hear from Yosemite Clean Energy. He had had a couple of brief conversations with them, but nothing in depth. He reported that the county is working on the POPI property, bringing in multiple companies there: A co-gen facility and hydrogen manufacturing facility.

Chairman Taggart thanked vice-chair Pittman for chairing the meeting.

18. Adjournment ❖

There being no further business, the meeting was adjourned at 5:52 p.m. to the regular meeting scheduled for October 24, 2023 at 5:00 p.m.

Respectfully submitted,



GLEN E. STURDEVANT, CLERK

BOARD POLICY

Sewerage Commission - Oroville Region

TITLE: Septage Dumper Requirements
ADOPTION DATE: 24 October 2023

NUMBER 3205

New Septage Pumper Applicant

1. When a septage pumper desires to dump at SC-OR, the following documents shall be given to an applicant:
 - a. Application packet
 - b. Septage Standards Operating Procedures (SOP)
 - c. Copy of SC-OR policy 3205
 - d. Septage sphere of influence map

New Septage Pumper Application Stipulations:

1. SC-OR operates from 8 a.m. to 4 p.m. daily, with some variance in hours on major holidays. Any dumping that runs past 4 p.m. will require an operator's time to be billed at overtime rates and benefits.
2. SC-OR has a *Septic Tank Service Area* which is outlined in blue on a map posted in the control room. SC-OR does not accept septage from outside the blue area.
3. The charge for dumping inside the blue area is determined annually by the SC-OR Board of Commissioners. The charge is for truck capacity, whether or not the tank is full. Statements of charges will be mailed each month, and are due and payable by the end of the month. Failure to pay could result in suspension of dumping privileges.
4. Each dump must be documented by a *septage pumper report ticket* (provided from Butte County Environmental Health Department) with the date, name, address and phone number of the customer, along with other pertinent information requested on the form. This ticket must be presented to the SC-OR office prior to dumping for verification it is from an area within our sphere of influence.

5. There are a few items required to begin dumping septage at SC-OR:
 - a. Tank capacity and identification numbers of all trucks using the SC-OR facility.
 - b. A copy of insurance policy with SC-OR named as a certificate holder and an additional insured endorsement.
 - c. A copy of the Butte County Department of Public Health Certificate of Registration.
 - d. The Sewage Dump Site Authorization from the Butte County Environmental Health Department.

Septic Dumping Payments:

1. Monthly statements of charges will be mailed to each discharger (Septic Tank Pumper) at the legal business address.
2. If the charges are not paid within thirty (30) days of the date of invoice, dumping privileges may be cancelled (at the discretion of the manager); if they are not paid within forty-five (45) days of the date of invoice, dumping privileges will be cancelled. The septic tank pumper operator may appeal to the board of commissioners. No dumping will be allowed while the appeal is pending. Late charges will apply (as stated in the procedures below).
3. If dumping privileges are suspended for any septic truck operator for non-payment of fees, the Butte County Health Department shall be notified by SC-OR.

Late Payment Procedures:

1. Payment on any account will be considered late when the payment has not been received by 4:00 p.m. on the thirtieth day after the original date of billing.
2. A second notice will be sent out after the first thirty (30) days, along with a phone call from SC-OR to the septic pumper.
3. A final notice will be sent out fifteen (15) days after the second notice with notification of intent to terminate services if payment on the account is not rendered.
4. A late charge of 1.5% of the unpaid balance, with a minimum of \$5.00, will be charged (at the discretion of the manager) as a late fee after thirty (30) days for an unpaid balance.
5. A late fee of 5% per month of the unpaid balance, with a minimum of \$10.00, will be assessed to the account after sixty (60) days from the date of original invoice.

Insurance for Septic Tank Pumpers

1. All septic tank pumpers utilizing SC-OR's facilities must provide proof to SC-OR of insurance with no less than the minimum limits of PL & PD as set in the SC-OR *Septage Standard Operating Procedures*.
2. Proof of insurance is required in the form of SC-OR being named as a certificate holder on the pumper's insurance policy, along with an additional insured endorsement.
3. Requests for proof of insurance, a certificate of insured and endorsement for SC-OR shall be requested from all septage pumpers prior to initially dumping at SC-OR, and updated annually.

Septage Pumper Report Requirements

1. A *Septage Pumper Report* must be turned in to SC-OR for each septage dump prior to dumping. The report must include:
 - a. Name of septage pumper company
 - b. Name, address and phone number of customer
 - c. Date pumped
 - d. Number of gallons pumped
 - e. Other pertinent information required by the County of Butte.
 - f. Signature of customer or authorized representative (certified pumper)
 - g. Septage pumper certification signature, license number and truck gallon capacity.
2. SC-OR will not accept septage from outside the blue area on our map. Any dumper who is found in violation of this policy will have dumping privileges suspended until the Board of Commissioners determines whether they can return.

Septage Processing Charge

1. Septage dumping charges are set by resolution by the SC-OR Board of Commissioners. The resolution is reviewed annually, and may be revised at any time to reflect changes pertinent to the cost of septage treatment.
2. SC-OR has an established boundary, and will only accept septage from within this boundary. Each contractor will be furnished a map showing the boundary marked in blue.
3. Each septage pumper will stop at the SC-OR office and turn in the septage pumper report prior to dumping their tank.
4. There will be no exceptions to this policy.

BOARD POLICY

Sewerage Commission - Oroville Region

TITLE: Requirements to Dump Septage
ADOPTION DATE: 02 December 1991

NUMBER 3210
AMENDMENT DATE: 22 June 2005

1. SC-OR operates from 8 a.m. to 4 p.m. daily, with some variance in hours on major holidays. Any dumping that runs past 4 p.m. will require an operator's time to be billed at overtime rates and benefits.
2. SC-OR has a Septic Tank Service Area which is outlined in blue on a map posted in the control room. SC-OR does not accept septage from outside the blue area.
3. The charge for dumping inside the blue line is currently \$192.40/1,000 US gallons. The charge is for tank capacity, whether or not the tank is full. Statements of charges will be mailed each month, and are due and payable by the tenth of the month. Failure to pay could result in suspension of dumping privileges.
4. Each dump must be documented by a *septage pumper report ticket* with the date, name address and phone number of the customer, along with other pertinent information. This ticket must be presented to the SC-OR office prior to dumping. The information is required for verification of the appropriate areas.
5. There are a few items required to open a file at SC-OR:
 - a. Tank capacity and identification numbers of all trucks using the SC-OR facility.
 - b. A copy of one's insurance policy with SC-OR named as a certificate holder and an endorsement.
 - c. A copy of the Butte County Department of Public Health Certificate of Registration.
 - d. The Sewage Dump Site Authorization from the Butte County Environmental Health Department.

BOARD POLICY

Sewerage Commission - Oroville Region

TITLE: New Septage Pumper Application
ADOPTION DATE: 05 May 1991

NUMBER 3220

1. When a new septage pumper desires to dump at SC-OR, the following documents shall be given to an applicant:

- a. Requirements to Dump Septage, Board Policy No. 3210.
- b. Septage Dumping Application, form SCOR 0031.
- c. Copy of Articles V and VI of Resolution 1-77.
- d. Collection of Past Due Charges, Board Policy No. 3230.
- e. Septage Processing Charges, Board Policy No. 3240.
- f. Insurance for Septic Tank Pumpers, Board Policy No. 3250.
- g. Septage Pumpers Receipt Requirements, Board Policy No. 3260.
- h. Septage Sphere of Influence Map from manager.

2. When all the paperwork is received and documented, start a file folder for the new septage pumper.

3. The Septic Dump Record Form (SCOR 0005) may be expanded to include the new pumper.

BOARD POLICY
Sewerage Commission – Oroville Region

TITLE: Septic Dumping Payments
ADOPTION DATE: 17 February 1984

NUMBER 3230
AMENDMENT DATE: 27 September 2006

1. Monthly statements of charges will be mailed to each discharger (Septic Tank Pumper Operator) at the legal business address.
2. If the charges are not paid within thirty (30) days of the date of invoice, dumping privileges may be cancelled (at the discretion of the manager); if they are not paid within forty-five (45) days of the date of invoice, dumping privileges will be cancelled. The Septic Tank Pumper Operator may appeal to the Commission. No dumping will be allowed while the appeal is pending.
3. If dumping privileges are suspended for any septic tank truck operator for non-payment of fees, the Butte County Health Department shall be notified by SC-OR.
4. Late payment procedures will be handled in accordance with SC-OR Policy No. 3235.

BOARD POLICY

Sewerage Commission - Oroville Region

TITLE: Septage Processing Charges
ADOPTION DATE: 23 January 1991

NUMBER 3240
AMENDMENT DATE: 24 October 2023

1. Notice was given that the septage processing charges would increase on July 1, 2023 to all contractors utilizing the Sewerage Commission—Oroville Region (SC-OR) facilities. The charges will be set by resolution each year at the same time as the resolution is set for the monthly sewer service charges. The resolution will be reviewed annually and be revised annually to reflect any changes pertinent to the septage processing charge.
2. SC-OR has established boundaries, and will only accept septage from within this boundary. Each contractor will be furnished a map showing the boundary.
3. The charge will be \$192.40 per 1,000 US gallons.
4. Septage outside the blue area will not be accepted.
5. Each contractor will stop and enter the SC-OR office and notify the office personnel of the location from which the septage was pumped.
6. There will be no exceptions to this policy.

BOARD POLICY

Sewerage Commission - Oroville Region

TITLE: Insurance for Septic Tank Pumpers
ADOPTION DATE: 25 September 1985

NUMBER 3250
AMENDMENT DATE: 24 April 2019

1. All Septic Tank Pumpers utilizing the Sewerage Commission—Oroville Region's facilities must have and provide proof to SC-OR manager of insurance with no less than the minimum limits of PL & PD \$1,000,000 per occurrence.
2. Proof of insurance is requested in the form of SC-OR being named as a Certificate Holder on the pumper's insurance policy along with an additional insured endorsement.
3. Requests for proof of insurance, a Certificate of Insured and Endorsement for SC-OR shall be sent out to all septage pumpers when they initially commence pumping at SC-OR, and as frequently as the manager determines necessary.

BOARD POLICY

Sewerage Commission - Oroville Region

TITLE: Septage Pumpers Receipt Requirements
ADOPTION DATE: 05 August 1992

NUMBER 3260

1. Effective 01 September 1992 the requirements for the receipt which is given to SC-OR with each septage dump will include a minimum of:
 - a. Name of Septage Pumper Company
 - b. Name of Customer
 - c. Address of Customer
 - d. Phone Number of Customer
 - e. Number of Gallons Pumped

2. SC-OR will not accept septage from outside the blue area of the map. Any dumper who is found in violation of this policy may have dumping privileges suspended.



October 18th, 2023

Mr. Glen Sturdevant, Manager/Superintendent
Sewerage Commission - Oroville Region (SC-OR)
P.O. Box 1350
Oroville, California 95965

Subject: Amendment No. 6 to Task Order No. 20 – General Consulting Services

Dear Glen,

This proposal is to amend Task Order No. 20, dated March 20, 2007 (as amended October 17th, 2022) for Jacobs (formerly CH2M HILL) to provide general consulting services to SC-OR on an as-needed basis. Task Order No. 20 has been amended as follows:

Contract	Date	Amount	Total
Initial MSA	March 20, 2007	\$15,000	\$15,000
Amendment No. 1	May 14, 2007	\$20,000	\$35,000
Amendment No. 2	March 13, 2009	\$35,000	\$70,000
Amendment No. 3	February 4, 2019	\$60,000	\$130,000
Amendment No. 4	March 17, 2021	\$20,000	\$150,000
Amendment No. 5	October 17, 2022	\$40,000	\$190,000
Amendment No. 6	October 18, 2023	\$40,000	\$230,000

This amendment increases the budget by \$40,000 to a total budget of \$230,000. This Amendment will be used for the development of capacity studies, review of industrial discharge permit application, pond lining analysis, and as-needed tasks that may arise. The Task Order may be amended in the future with additional budget as the need arises. Such amendments will be authorized by letter. All work will be performed in accordance with the terms and conditions of the July 27, 1998, contract as amended October 17th, 2022.

To authorize this amendment, please sign both copies of this letter, keep one copy for your records, and return the other copy to my attention. If you have any questions regarding this proposed amendment, please call Ted Couch at 650-644-5948.

Sincerely,
CH2M HILL

Authorized By,
SC-OR

Ted Couch, PE
Project Manager

Glen Sturdevant
Manager/Superintendent

John Schoonover
Manager of Projects

Date Authorized: _____, 2023



Mr. Glen Sturdevant, Manager/Superintendent
Sewerage Commission – Oroville Region
P.O. Box 1350
Oroville, California 95965

October 4, 2023

Subject: Progress Report – General Consulting, Influent Pump Station Design, IPS Programming and Commissioning

Dear Glen,

This progress report for engineering services related to General Consulting, Influent Pump Station Design, and Influent Pump Station Programming and Commissioning covers work performed through August 25, 2023. Our invoices for services performed during this period is attached.

Work performed during this period includes the following:

- TO 20 – General Consulting
 - Bi-weekly check-in calls
 - Gap analysis of existing Upgrade Cost estimate
 - On-going project management and administrative tasks
- TO 34 – WWTP Upgrade Final Design
 - Completion of draft Phase 1 bid package

If you have any questions regarding this progress report, please call me at 650-644-5948.

Regards,

Ted Couch

Ted Couch, P.E.
Project Manager

Environmental Compliance Report

To the SC-OR Commissioners and Staff from Kendra Morgan

October 24, 2023

INDUSTRIAL PRETREATMENT PROGRAM

INSPECTIONS

The dischargers submitted their monthly flow reports for September 2023. RCBS has continued suspending discharge from their tumbling line until they can maintain the BOD under their limit. All other dischargers and lines appear to be in compliance with their permits.

ENFORCEMENT

There are no enforcement items to report.

ACTIVITIES

We had sent the biosolids off for our annual priority pollutant testing, and received the final laboratory reports. These reports were reviewed by Neal Road and approved for disposal. We began hauling the biosolids to Neal Road this week.

All other operations continued as normal in the laboratory and environmental areas.

