

Regular Meeting of the Alleghany County Water District Board of Directors

Tuesday January 9, 2023, Meeting was held at the Alleghany Firehouse and over phone

1. Call to Order & Establish a Quorum The meeting was called to order by President Tobyn Mehrmann at 6: 27 P.M. Directors present: Tobyn Mehrmann; Brianne Price and Coral Spencer. Director Robbin DeWeese was absent. GM Rae Bell, Bookkeeper Edda Snyder and Secretary Amber Mehrmann was present and took minutes. Members of the public Burns Tenney and Vicky Tenney were also present. CWO Bruce Coons attended by phone,

2. Consent Calendar: After corrections were made to the minutes (item C was missing under New Business) and the board was made aware of the changes in cost for the tree removal on the treasurer's report; a motion was made to approve the consent calendar by Coral Spencer and Brianne Price 2nd .**Ayes: Brianne Price, Coral Spencer and Tobyn Mehrmann Nos: 0 Absent: Robbin DeWeese Abstain: 0**

3. Information and Discussion Items

a. Correspondence: Provided In the packet.

b. SRF Project: Report provided in the packet.

c. Board/Staff Reports

CWO Report: The GPM for the spring (raw water) is at 113 gallons and the Total Finished Water Production for December was 71,650 gallons.

~The Routine samples are negative.

~There aren't any changes in the leak in the tank. They are keeping a close eye on it.

G.M. Report: Report provided in writing.

d. Historical Church/Library Report: None.

e. Park Report: None

4. Unfinished Business

a. Customer Accounts/Billings/Disconnects: Four accounts over 90 days. GM reported that she made a mistake for December's report, because one of the accounts listed as over 90 says is actually shut-off, so there were only four last month as well.

b. Policies & Procedures & Ordinances: Nothing prepared for meeting.

c. Status of proposed insurance carrier change: A written report was provided about the insurance carrier change. Burns Tenney stated his concern about the GM's discovery that the proposed carrier would not be responsible for providing water in the event of the district having a water supply issue (this is listed in their "exceptions" section). The current carrier would pay to have water trucked in. Burns stated that he would not trust Sierra County OES to perform that

task as stated in the written report. Rae Bell explained that the water district's emergency response plan does address this issue, and that she did not think it would be difficult for ACWD to procure water if needed. Perhaps this needs to be revisited in the emergency response plan. The idea of purchasing one or two portable water tanks was mentioned as an idea, but those would most likely be used for non-potable water. Coral Spencer noted that the Contingency fund is also in place to help with any unexpected situations that might arise.

Rae Bell suggested that since the rather long written report on the topic had just been distributed that day, (after hours of research) that everyone should look it over again. The insurance decision can wait another month to give everyone time to look it over. But everyone needs to be prepared to vote on it next month.

~It was decided by consensus to table the insurance decision.

5. New Business

a). Adopt Bookkeeper job description: There was a question about why the bookkeeper's job description doesn't include prevailing wage for state funded projects. The GM explained that to the best of her knowledge there is no prevailing wage for administrative work. After discussion the job description was adopted with the addition of a payment of \$25.00 an hour or prevailing wage if applicable for state funded projects ONLY, with no change to her regular rate of pay (\$200 per month). It was also noted that Edda is on call for assisting the water operators with snow shoveling and things of that nature for minimum wage, but that is not part of the bookkeeper's job description. Coral Spencer made a motion to adopt the job description as presented with the changes noted above and Brianne Price 2nd. **Ayes: Brianne Price, Coral Spencer and Tobyn Mehrmann Nos: 0 Absent: Robbin DeWeese Abstain: 0**

b). Renew Secretary's Contract: Because Tobyn needs to abstain from voting on his wife's contract, the item had to be tabled until there is a quorum.

c). Renew General Manager's Contract: The only change requested by the GM was to raise her hourly rate for State Funded Projects from \$25 to \$30. It was also suggested that the text "and/or prevailing wage if applicable (for State Funded Projects) be added There was a question about the \$200 written into the existing contract if it was annual or monthly. She explained that it is paid once a year for the completion of three required annual reports. The GM's other time is currently being donated (everything besides State Funded Project work and the reports mentioned above). Coral Spencer makes a motion to approve the contract, changing the hourly rate for state funded projects from \$25 to \$30 and adding "prevailing wage if applicable" Brianne Price 2nd . **Ayes: Brianne Price, Coral Spencer and Tobyn Mehrmann Nos: 0 Absent: Robbin DeWeese Abstain: 0**

d). Accept letter of resignation Nancy Finney: Coral Spencer makes a motion and Brianne Price 2nd . **Ayes: Brianne Price, Coral Spencer and Tobyn Mehrmann Nos: 0 Absent: Robbin DeWeese Abstain: 0**~Per the election codes: The vacancy will posted on January 10, 2024, in 3 places and February 7th will be the cut-off date for accepting applications.

e). Accept Audit results for FY 22-23:. Coral Spencer makes a motion and Brianne Price 2nd.
**Ayes: Brianne Price, Coral Spencer and Tobyn Mehrmann Nos: 0 Absent: Robbin DeWeese
Abstain: 0**

6. Public Response Time: None

7. Agenda Items for next month:

~Appoint officers

~Get an Audit engagement letter.

~ Next meeting will be on February 20, 2023; at 6:00 P.M.

8. Adjournment

There being no further business the meeting was adjourned at 7:36 P.M.

Respectfully Submitted:

Amber Mehrmann, Secretary