



# NOTICE

## OF REGULAR MEETING OF THE BOARD OF DIRECTORS OF ALLEGHANY COUNTY WATER DISTRICT

**Date: Tuesday March 11, 2025 Time: 6:00 pm**

**Location: Alleghany Firehouse 105 Plaza Court with conference call option  
for non-board members only.**

Dial-in number (US): (978) 990-5144 Access code: 6919768#

**All meeting documents available online: [alleghanywater.org](http://alleghanywater.org)**

### **Sign up for meeting notifications on the website.**

This agenda has been prepared and posted at least 72 hours prior to the regular meeting of the Board of Directors in accordance with the Ralph M. Brown Act. Agenda items are numbered for identification purposes only and will not necessarily be considered in the indicated order. Details and supporting materials concerning agenda items are available for public reference in the box at the Post Office at the time of agenda posting or on the district's website: [alleghanywater.org](http://alleghanywater.org)

#### 1. Call to Order & Establish a Quorum

#### 2. Consent Calendar

- a) Approval of agenda
- b) Reading and approval of the minutes for the regular meeting dated February 12, 2025.
- c) Ratification of Treasury Report and bill payments for February 2025.
- d) Ratification of Loss Prevention Subsidy Fund Application.

#### 3. Information/Discussion Items:

- a) Correspondence –
- b) SRF Projects Update –
- c) Board/Staff Reports –Chief Water Operator (CWO) & General Manager (GM)
- d) Historical Church/Library Report
- e) Park Report

#### 4. Unfinished Business (Discussion & Possible Action Items):

- a) Customer Accounts/Billings/Disconnects:
- b) Status of Board Vacancy Posting

#### 5. New Business (Discussion & Possible Action Items):

- a) Consider first reading of Ordinance # 38 regarding unmetered water rates.
- b) Consider investing in California Class Investment Pool.

**6. Public Response Time:** The public may be heard before or during the consideration of any agenda item to be considered by the board, subject to reasonable time limitations for each speaker. Members of the public may address matters under the jurisdiction of the Board of Directors, and not on the posted agenda, provided that no action shall be taken by the board unless the matter is deemed urgent by a 2/3 vote.

Next regular meeting date April 8, 2025 Agenda items:

#### 7. Adjournment.

**Regular Meeting of the Alleghany County Water District Board of Directors  
Wednesday Feb. 12, 2025, Meeting was held at the Alleghany Firehouse. Nobody called in  
on the conference call option.**

**1. Call to Order & Establish a Quorum** The meeting was called to order by President Tobyn at 6:07 p.m.

Directors present: Tobyn Mehrmann, Robbin DeWeese, Brianne Price and Burns Tenney.  
Present also were G.M. Rae Bell, CWO Bruce Coons and Secretary Amber Mehrmann who took minutes.

**2. Consent Calendar:**

A motion was made to approve the minutes by Brianne Price and Robbin DeWeese 2<sup>nd</sup>. **Ayes: Tobyn Mehrmann, Robbin DeWeese, Brianne Price and Burns Tenney Nays: 0 Absent: 0 Vacant:1 Abstain: 0**

**3. Information/Discussion Items**

**a) Correspondence: Incoming:** State Secretary information filing reminder received from Sierra County Clerk Recorder **Outgoing:** none

**b) SRF Project Update:** Provided in writing.

**c) Board/Staff Reports: *CWO and GM Reports***

G.M. Rae Bell: Report provided in writing. Additionally, there was a discussion about applying for a training grant through Golden State RMA, through their Loss Prevention Subsidy Fund. She explained that according to Golden State, the funds are going quickly, so it would be good to make a decision this month and it can be placed on the March agenda for ratification. It was decided by consensus to apply for a training grant to cover a Red Cross First Aid/CPR class for district directors and staff.

She also reported that she will be working on ACWD's annex to the county-wide hazard mitigation plan. The final plan requires board approval. Once the annex is in draft form she will provide a copy for everyone's input.

CWO Bruce Coons:

December~ Total Finished Water Production for January: 88,630 gallons. The Spring flow from the manifold (raw water) GPM: 77 The Sample report has not come back yet.

~Bruce did general maintenance on the generator. He also reset the SCADA system.

**d) Historical Church/Library Report:** Nothing to report.

**e) Park Report:** Nothing to report.

#### **4. Unfinished Business**

- a) **Customer Accounts/Billings/Disconnects:** Report provided in writing. Rae stated that a lot of progress has been made this month.
- b) **Status of Board Vacancy Posting:** There is still a vacancy on the Board.

#### **5. New Business**

- a.) **Appoint Officers for 2025: A motion was made to appoint the following slate of officers:** Tobyn Mehrmann, President; Burns Tenney, Vice President; Amber Mehrmann Secretary. Robbin DeWeese makes a motion Brianne Price<sup>2<sup>nd</sup></sup>. **Ayes: Tobyn Mehrmann, Robbin DeWeese, Brianne Price and Burns Tenney Nays: 0 Absent: 0 Abstain: 0 Vacant 1**

**6) Public Response Time:** None.

**7) Next meeting date, items for next agenda and adjournment:**

Next meeting will be on March 11, 2025; at 6:00 P.M.

There being no further business the meeting was adjourned at 6:32 P.M.

Respectfully Submitted:

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Amber Mehrmann, Secretary



## ~ State Revolving Fund (SRF) Projects Update

Meeting Date: 3/11/2025 Prepared by Rae Bell Arbogast GM

### **1. Ram Spring Improvement Project (RSIP) Project ID 4600012-008C**

This is a continuation of Planning Project ID 4600012-0008P started in 2015 and completed 12/31/2020.

**Funding Agreement dated 10/12/2023 ~ Estimated completion date: 2/28/2026 ~**

**Budget: Up to \$1.5 Million**

**Primary objective:** To reconfigure the Ram Spring Pumphouse and facilities to accommodate and protect the driven pipes that were installed in May of 2017 as part of the planning project.

**Other objectives:** To build a 12' x16' building at the Ram Spring that can be used as a "sample lab" and to store district tools and records. ~~To upgrade all residential water meters under a special program for that purpose.~~ To update the stand-by generator and pumps that are over 30 years old.

#### **Progress since the last ACWD Board meeting:**

- There was no activity this month on ACWD's end. We will follow-up with Sanbell to see where they are with the bid documents before Tuesday's meeting.

### **2. Water Tank Repair Project:**

This project is to repair the water tank that was put in service in November of 2018 and that was still under warranty when it failed. This project has two main parts: 1. The warranty repair work, to be completed by the original contractor Thompson Tank (not funded by SRF) 2. The Technical Assistance Request was awarded to Coleman Engineering to oversee the repair work. (Funded by SRF)

**Status since last ACWD Board meeting:** No change in status, we are still waiting on the CP project to move forward so that we can have the second holiday test done and sign-off on the final inspection. The tank is full and not leaking.

**Tank failure timeline** Tank put in service Dec. 2018. 1-year warranty inspection done in Jan. 2020 found problem with rusting bolts in floor, bolts repaired in June of 2020. Tank started leaking and failure discovered: 10/30/2021 Tank drained and inspected mid-November 2021. First Technical Assistance (TA) request submitted to State Dec. 2021 and approved in Jan. of 2022 with RCAC as the TA provider. TA report provided in Dec of 2022 concluded electrolysis (dissimilar metals in contact) was the main cause of corrosion but was inconclusive as to cause of sealant failure. Warranty claim letter prepared by ACWD attorney Marsh Burch and submitted to BRCO contractors 3/17/2023. Second TA request approved May 13, 2023 with Coleman Engineering as the TA provider to oversee the repair work. Repair work scheduled for late April 2024 to avoid winter weather, started on 4/30 tank partially filled at end of July, leaks noted and report made to attorney and BRCO contractors, tank being kept partially full as long as leaks don't worsen until fire danger subsides. Water leaks below 23 feet mark stopped. Bolt holes above that level for the ladder no longer leaking as of 12/14/2024.

**3. Cathodic Protection Project (CP)**This project is to add cathodic protection to the water tank that was not included in the original design (other than the coating which was supposed to provide protection). A grant from the State's Urgent Needs program, for \$110,000 for this project was approved on November 16, 2023. Due to anticipated budget shortfalls, and to add money for ACWD to administer the grant, a request for additional funding in the amount of \$40,000 was submitted on October 17, 2024. Total revised budget \$150,000.

#### **Progress since the last ACWD Board meeting.**

- On Feb. 24<sup>th</sup> the amended funding agreement for more \$ arrived for ACWD's signature. It was promptly signed and sent back. The State then asked for a revised budget sheet with the new line items (Sanbell did this but has had to redo it a few times now). As of this writing (3/8/2025) the countersigned funding agreement has not been received.
- We are waiting for the new agreement before submitting the 2<sup>nd</sup> disbursement request.
- Status of Bridge Loan: ACWD requested funding for the four most recent invoices from Sanbell on 2/25/2025. The money arrived on 3/7/2028. The corresponding invoices will be paid next week.
- Sanbell was told to go ahead and get ACWD on the contractor's calendar for installation next month. Hopefully we don't have a ton of snow. The new agreement should be counter-signed by then.

# **ACWD General Manager (GM) Report March 2025**

Prepared by Rae Bell Arbogast

**Correspondence Incoming:** Form 400s for Board and Staff to sign from County Clerk's office.

**Outgoing:** Thank you cards for the Ethics and Harassment Prevention trainings sent to Donna Williamson and her Firm Liebert Cassidy Whitmore.

## **GM Report:**

**Insurance discount program RMAP:** The application was submitted timely on March 5<sup>th</sup> with a few additional documents submitted on March 7<sup>th</sup> (the deadline) I self-scored us at 98 (as high as I could) but Golden State Staff will audit the application and will most likely knock down the score. We'll see! The Technical, Managerial and Financial (TMF) Assistance that we got from the State in the past really paid off for this.

**Billing Program Change:** Our second billing with our in-house system was completed and went well. I am still modifying the spreadsheet a bit and will be creating an instruction manual for the bookkeeper.

**Website:** Edda recently spent a few hours adding information to the website, specifically she added the customer service policies, procedures and forms plus another page for all policies and procedures.

**Solid waste fees:** A couple of months ago, I mentioned trying to get our solid waste fees reduced. Starting next year, based on an estimate of the actual solid waste generated by ACWD, the historical church will be charged an annual fee of \$20.38. No fee will be charged for the park which is owned by the County. This fiscal year ACWD was charged \$101.90 for the park plus \$152.84 for the Cumberland Spring. This was the first time we were charged for the Cumberland Spring which raised a red flag and was why I contacted the Assessor's office in the first place.

## **Agenda Item 4. a) Customer Accounts/Billings/Disconnects**

There are still two active accounts that are over 90 days. They were both sent payment plan forms in February but as of this writing, neither one has made a payment or signed up for a payment plan.

There is also the one shut-off account with a balance of \$792.24.

I have not made progress on getting tax-lien procedure information from Downieville PUD. I sent a follow-up email to Paul Douville and sent an email to their main email address with no response as of this writing (3/8/2025)

## **Agenda Item 5. a) Proposed New Ordinance No. 38 Unmetered Water Rates**

Current rates: Trucks filled for outside agencies or contractors shall be billed as follows:

1,500 gallons \$10.00  
2,000 gallons \$15.00  
3,000 gallons \$20.00  
4,000 gallons 25.00

Anything over 4,000 gallons will be billed at the rate of .055 per gallon.

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The flat rates above were adopted with Ordinance #24 on 4/7/2009, but there was no mention of what should be charged for amounts over 4,000 gallons. Ordinance No. 28 was adopted on April 10, 2013 adding the line: "Anything over 4,000 gallons will be billed at the rate of .055 per gallon". I don't believe the board analyzed the flat rates in 2013. We were evidently just dealing with the lack of language for anything over 4,000 gallons.

Two contractors who are bidding on the power-line undergrounding project in Allegheny recently inquired about our unmetered water rates. I asked one of them to provide documentation for what he is charged by other utilities. He did send me copies of some invoices, and by coincidence, that utility charges a flat rate of .055 for all unmetered water sales.

Below is an analysis of the current flat rates:

1,500 gallons \$10.00 this works out to .00666 per gallon  
2,000 gallons \$15.00 this works out to .0075 per gallon  
3,000 gallons \$20.00 this works out to .00666 per gallon  
4,000 gallons 25.00 this works out to .00666 per gallon

Applying the current rate of .055 per gallon for everything over 4,000 gallons:

1,500 gallons = \$82.50  
2,000 gallons = \$110.00  
3,000 gallons = \$165.00  
4,000 gallons = \$220.00

I propose that we eliminate the flat rates, and simplify the Ordinance to read:

**Unmetered water shall be billed at the rate of .055 per gallon.**

**A policy with procedures shall be adopted by the Board for unmetered water sales.**

~ End of proposed ordinance text. A draft copy of the ordinance will be provided at the meeting.

Things to consider for the future Policy:

Parties wishing to purchase unmetered water may be asked to provide their own hydrant meter for measuring water usage.

There should be an agreement or contract that the user signs. I will reach out to other water districts to see if I can find anything that would help us with the Policy and Procedures.