

Minutes

WASHINGTON COUNTY WATER DISTRICT

Regular Meeting

November 3rd , 2020

6:15 P.M.

Washington School

Please Note: In compliance with the Federal "Americans with Disabilities Act", any person who requires special accommodations in order to attend or participate in the meeting, please contact 265-4720 - prior to the meeting. To attend the meeting via conference call, please read the dial in instructions below.

Open Meeting : 6:18

Approval of the Agenda: Amy B. motion Alyssa W. 2nd all approved

Approval of Minutes : Amy B. motion Kass K .2nd all approved

Public Comment on Agenda item only : Present where Walter A., Ann S., Sandi A., Phillip C., Karen C., and Gary B. Ann S asked about the Financials and if we had reserves Charity J.stated that the water district has not had Financial or audited financial cents 2016 thru present and audited financials cents 2015 . This can of worms was open when the county brought to the board a cash discrepancy spring of 2019. Ann S stated she did not know about it and the board stated they did not until the county brought it to them. Charity J stated that what Ann S.Thinks is reserves and what this board thinks is the reserve is the Cash balance on the trial balance sheet that the county gives us. And no we do not have or are meeting the reserve the government says we should have and that is why the board is doing a new rate change and structure for the district to get the operating cost and reserve where they should be. We were having Mary Flemming's coworker and she was working with us but that was not working for now because we did not have financials done. Walter A asked if the board had data on and for the new rate changs and Amy B. stated that yes the board has data . Ann S. asked if the warrants and other attachment where in the minutes board stated that yes they were posted with the minutes and that we have been having issues with the minutes and the agendas getting taken down before the meetings. Walter A. asked if the public was allowed to have copies of data and agendas and minutes board stated they are welcome to come by anytime someone is in the office with a written request for any and all data board can get and find and all the agendas and minutes. There is a charge for copies , Phillip C. Stated that there is a resolution somewhere stating that fact there is a charge for copies . wcwdbookkeeper@gmail.com for bookkeeping copies and Washingtoncowtr@gmail.com for the Agenda and minutes copies.

Fire department Meeting: 6:52

Fire Chief Report: Signs up at Gaston and relief , Pad poured for speed sign going up next week. New truck is ready to put into service. Asked if wrench can be sold at auction, the Board stated yes. Mike put in for a One hundred thousand one dollar grant with OES there grant writer helped him and said it looked good. If the fire department gets it will be used for Generators for the Firehouse and the plant. Mike joined another committee that had there first meeting today to help at risk people in case and during evacuations.

Water Agency Meeting :6:56

I. New Business:

- A. Warrants :(Debbie S, Charity J.) Warrants read by Kass K. Debbie S. motion to approve Kass K. 2nd all approved**
- B. Update on the credit card for the Fire Department. (Kym J. Charity J.)Bank is in need of our Audited Financials. Frecher CPA is still working on Financials. When that is done we will finish the credit card application.**
- C. Adoption of Resolution 11032020- Electing Workman's Compensation Coverage. (Kym J. Charity J.)Kym J explained the difference of plans , Board voted on resolution for workman's compensation coverage . Debbie Shipley , Kass Kozloski, Amy Bolye and Alyssa Wittler voted(Ayes) Charity Jackson voted (Noes). (see attachment)**
- D. Operations Report (Tina J. Amy B.) Tina read the report (see attachment.)**

II. Old Business

A. Update on second letter , Update on The Policy and Procedures ready and work on the Resolution and finding a firm to do a survey on properties. : (Amy B. Alyssa W.)Amy stated that they are still working on getting someone to do the survey. W Charity stated that Pro.218 is what we are using to do the rate change . And having our Attorney from the Jim Grill lawsuit help.

Close of the Water District Meeting: 7:16zh

**IF ANY BOARD MEMBER NEED TO ATTEND THE MEETING VIA CONFERENCE CALL,
OR ANYONE WISHING TO JOIN THE MEETING BY CONFERENCE CALL CAN DIAL
1-978-990-5000 WITH THE CODE OF 890273# FOR ALL BUT CLOSED SESSIONS.**

Requests for Warrants WCWD					
Date	Number	Vendor #	Vendor	Amount	Description
11/3/2020		792	AT&T	\$ 100.00	Acct# 530 265 4720 053 6
11/3/2020		642	Cranmer Engineering, Inc.	\$ 175.00	Inv# GCJ0342 & GJ0374 & GCJ0366
11/3/2020		3438	Hills Flat Lumber	\$ 139.74	Acct# 4497
11/3/2020		108064	HughesNet	\$ 115.00	Acct# SME26970
11/3/2020		1261	PG&E Shed	-	Acct# 6127729064-1
11/3/2020		1261	PG&E Plant	-	Acct# 6097898469-2
11/3/2020		6065	Petty Cash	\$ -	Petty Cash
11/3/2020		6236	Robinson Enterprises		Acct# 230230 thru 9/30/2020
11/3/2020		110774	Utilibills.com, Inc	\$ 199.00	Inv# INV-2178
11/3/2020		111032	Cornerstone Ltd	\$ 1,094.85	Invoice #1006 Accounting Support
11/3/2020		108630	Sierra Office Supply	\$ 41.81	AB7007 Invoice 3602650-0
11/3/2020		110722	Kimberly Johnson	\$ 165.00	Postage
11/3/2020		6017	Michael Stewart	\$ 11.09	Fire Chief Yearly Pay
11/3/2020		102859	Mel's Transmission	\$ 411.84	Truck Repairs
			Total	\$2,453.33	

Payroll and Payroll Tax Approval WCWD					
Date	Number	Vendor #	Vendor	Amount	Description
10/15/2020		110578	Betina L Jackson	\$ 1,188.12	Payroll 10/01/2020-10/15/2020
10/15/2020		110639	Scott Ireton	\$ 351.78	Payroll 10/01/2020-10/15/2020
10/15/2020		109154	Sara Rowland	\$ 118.53	Payroll 10/01/2020-10/15/2020
10/15/2020		110722	Kimberly Ann Arico Johnso	\$ 484.61	Payroll 10/01/2020-10/15/2020
10/31/2020		110578	Betina L Jackson	\$ 1,188.13	Payroll 10/16/2020-10/31/2020
10/31/2020		110639	Scott Ireton	\$ 302.39	Payroll 10/16/2020-10/31/2020
10/31/2020		109154	Sara Rowland	\$ 425.75	Payroll 10/16/2020-10/31/2020
10/31/2020		110722	Kimberly Ann Arico Johnso	\$ 507.01	Payroll 10/16/2020-10/31/2020
11/05/2020		109298	EDD	\$ 93.00	October 2020 State Payroll Tax Deposit
11/05/2020		106435	United States Treasury	\$ 1,091.34	October 2020 Federal Payroll Tax Deposit
10/19/2020		109298	EDD	\$ 93.60	Q3 2020 State Unemployment Tax
			Total	\$5,844.26	

Fire Department Request for Warrants					
Date	Number	Vendor #	Vendor	Amount	Description
11/3/2020		792	AT & T	\$ 100.00	Acct# 530 265-0580 816
11/3/2020		5768	Riebes	\$ 160.47	Inv #293657 & 307042
11/3/2020		3438	Hills Flat Lumber	\$ 87.01	Acct #4497 Job 1
11/3/2020		6236	Robinson Enterprises	\$ 57.49	Acct# 230247
11/3/2020		791	Grass Valley Sign	\$ 256.00	Vehicle Lettering INV#10202020-31
11/3/2020		110722	Kimberly Johnson	\$ 6.00	FastTrak Toll Bridge Fee
			Total	666.97	
			GRAND TOTAL	\$8,964.56	