

MINUTES

WASHINGTON COUNTY WATER DISTRICT

Regular Meeting

May 9, 2019

6:00 P.M.

*At The **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 265-4323 - prior to the meeting.

PRESENT: W. Helm, K. Kosloski, W. Ahrens, A. Boyle, S. Rowlands, L. Hillmann, J. Price, K. Burdick, Chief Kurpies, Captain Cole, P. Rose, C. Jackson, D. Shipley-Burgess, B. Burgess, J. Grille, J. Godfrey

NOT PRESENT: D. Pettis

Approval of the Agenda W. Helm moves to approve, W. Ahrens 2nd, All Approve

Approval of the Minutes from Regular Meeting –April 11, 2019

J. Price asks for redaction of Item A. in Section III. of April Minutes W. Helm moves to approve, W. Ahrens 2nd, All Approve

Fire Department Meeting

Monthly Fire Chief’s Report (Department Representative)

May 9, 2019

Captains report:

Since my last report there have been a total of 2 calls, some of these fall under multiple categories.

1-Medical aid call transported by ground ambulance.

[1-From dispatch to responding 5 minutes, at scene in 1 minute, 3 personnel were committed for 40 minutes.]

1-Vehicle (Quad) accident, 4 miles out Relief Hill Road, this was a multi-agency response. WAF R-60, WAF B-60, NSJ R-6132, Care Flight-1, CHP H-24, TNF P-33, NCSO P-5 & P-24, and SNA MED-4.

[1-Quad accident that was a false alarm, from dispatch to responding 6 minutes, at scene in 20 minutes, 4 personnel were committed for 2 hours and 1 minute.]

I attended the Nevada County Fire Chiefs meeting on Tuesday May 7. Reports and updates were given by County OES, Grass Valley ECC, Law Enforcement, Nevada County Training Officers Association, Law Enforcement & Fire Council, Nevada County Fire Safe Council, Sierra College Advisory Committee and Progress of the Type 3 Incident Support Team.

Some new items were, an actual Red Flag Warning flag that would be flown at each fire house during the actual hours of a declared RED FLAG Warning, with the department’s logo on it. The cost of these flags, ground stake & pole is about \$170 each which NC OES will cover the cost of. I would like to get 1 of these for WF&R. See the attached flyer for more info.

The 1st, Incident Support Team meeting will be May 13th, at Ophir Hill Station 52 at 0900.

The CAL-FIRE Agreement on Assistance By Hire (ABH) meeting will be on June 4th, at Ophir Hill Station 52 at 0900. We currently have the ABH contract that needs to be signed and returned to CAL-FIRE by June 1st. so someone needs to be authorized to sign this contract on behalf of the fire department.

On Wednesday May 8th. Walter Helm & I attended the Western Nevada County Fire District Ad hoc committee meeting with representatives from each fire department, a board member from each department, 2 NC Board of Supervisors, representatives from NC LAFCO, NC CIO, NC CEO, and others, to explore the feasibility of creating 1 Fire District for all of Western Nevada County and what steps would be needed to accomplish this. The next meeting will be on June 12th. One item that came of this first meeting is that enforcement of the Hazardous Vegetation and Combustible Material Abatement ordinance recently passed by NC BOS will be handled by Nevada County's code enforcement personnel.

After this meeting, I stopped in at the NCCFD Office and got the title for Engine-60 as they were the lien holder on it, I would like for Sara to take the paper work to DMV and get it registered for the fire department.

Doug Cole
Captain, Washington Fire & Rescue:

Fire Department Roster												
2019												

NAME	Jan.	Feb.	Mar.	Apr.	May	Jun.	Jul.	Aug.	Sep.	Oct.	Nov.	Dec.	Jan.
D. Cole	Y	Y	Y	Y	Y								
K. Potter	Y	Y	Y	Y	Y								
L. Kurpies	Y	Y	Y	Y	Y								
R. Kozloski	Y	Y	Y	Y	Y								
D. Wittler	Y	Y	Y	Y	Y								

Codes
Y=yes

X= inactive or moved																				
Had not joined yet																				

Captain Cole tells the board that someone needs to be authorized to sign agreement with CAL-FIRE ABH. W. Helm moves to authorize Captain Cole to sign agreement, W. Ahrens 2nd, All Approve

Captain Cole tells the board that NC OES will cover the cost of the flag, ground stake and pole for the RED FLAG WARNING days and that he would like to take advantage of this. The board asks him to move forward with that. He tells the board that the WNCFD will be starting property inspections for Hazardous Vegetation in mid-June, after they hire more personnel. W. Helm asks if we will have to call for the inspections and Captain Cole said that they plan on coming down here anyway.

He tells the board that there is an ambulance shortage in the county and that the calculations are wrong for PROP 172 and that we may get more money.

Chief Kurpies tells the board that the 2 Fire Department trainees have 2 classes left and that they should be on staff of the Fire Department by mid-June.

Firewise Coalition update (Rorie Lin Gotham)NOT PRESENT

Closure of Fire District Meeting 6:20PM

Water Agency Meeting

Monthly Reports

Finance Coordinator Report and Approval of Warrants (Directors)

K. Kosloski reads Warrants W. Helm moves to approve, W. Ahrens 2nd, All Approve

Requests for Warrants WCWD

Date	Vendor	Amount	Description
04.25.19	AT&T	100.00	530-265-0580
04.03.19	Cranmer Engineering	89.00	Inv GBD0051 Colilert QT & PA
04.19.19	Cranmer Engineering	1,320.00	Inv GBD0315 Nitrite & VOC's
04.19.19	Golden State Risk Management Authority	1,287.00	Pro-rated W/C & Genl Liability
04.11.19	Tyson Hamilton	450.00	Invoice 04-/05 - 04/11/19
04.25.19	Hill Flat Lumber Co.	177.26	Acct 4497 04/04-04/07/19 Rprs & Maint
05.07.19	Hughes Net	114.24	Internet Svc May
05.08.19	Jessica Price	1,170.00	April - May Bookkeeping
05.08.19	Jessica Price	55.00	Stamps for May 2019 Billings
05.01.19	PG&E	12.00	April 2019 6127729064-1 Water Shed
05.01.19	PG&E	100.00	April 2019 6097898469 Chlorination Sys
04.20.19	Riebes	10.48	Repair & Maintenance statement
04.30.19	Robinson Enterprises	200.00	Fuel 4/1-4/30/19
05.06.19	Rose Water System Mgnt	480.00	April closeout projects Inv# 912
04.30.19	State Compensation Fund	252.06	03/30-04/30/19 Work comp
			W/C warrant issued 05.14.19
	Total	5,817.04	-252.06= \$5,564.98
	Payroll Approval WCWD		
Date	Vendor	Amount	Description
04.15.19	Sara Rowland	1454.96	Payroll 04/01-04/15/19
04.15.19	Russell Johns	0.00	Payroll 04/01-04/15/19
04.15.19	Linda Hillman	249.34	Payroll 04/01-04/15/19
04.30.19	Sara Rowland	1743.53	Payroll 04/16-04/30/19
04.30.19	Russell Johns	41.55	Payroll 04/16-04/30/19
04.30.19	Linda Hillman	332.46	Payroll 04/16-04/30/19
	Total	3,821.84	All Payroll checks have been issued
	Fire Department Request for Warrants		
Date	Vendor	Amount	Description

04.25.19	AT&T	100.00	530 265 4720
05.01.19	PG&E	75.00	4972894369-4
04.30.19	Robinson Enterprises	0.00	(\$165 Credit balance on account)
04.30.19	State Compensation Fund	314.81	03/30-04/30/19 Work comp
	Total	489.81	-314.81= \$175.00 W/C Warrant Issued
	GRAND TOTAL ALL CHECKS	10,128.69	Approved at 5.9.19 Mtg

Amount already disbursed: 566.87 AP checks
Amount already disbursed: 3,821.84 Payroll Checks
Adjusted Amt to be disbursed: 5,739.98

Director's Announcements (Directors)

W. Ahrens tells the board that this will be his last meeting. He quits. Assignments of his duties are: Mail-S. Rowland, Petty Cash-L. Hillmann. Electronic signatures will be accepted for forms that need to be signed. W. Helm and K. Kosloski will sign these forms.

System Operations Report: (S. Rowland)

S. Rowland tells the board that to be in compliance board members must have Ethics Training, Sexual Harassment and NIMS 700 training. CT report has been submitted. Secondary/Inorganic compliance testing is complete. 2 new meters installed-1 at Young's and 1 at Revani's. L. Hillmann walked the water line and cut back the blackberries. Freeze Protection was installed at Lyla Tracy's. Break in 4" line on Relief Hill Rd repaired. She has made contact with OES to find out status of 2017 Flood Reimbursement.

Meter Report (D. Askew)

A couple of #'s needed to be repainted. He will do meter reads the 25th of every month.

Old business: for information, discussion and possible motion.

A. Workman's Comp/Reso issues (S. Rowland/C. Jackson)

C. Jackson put board in contact with Golden State Risk Management. All Insurance policies will be handled by them. USI/VFIS have been notified that we will not be renewing our policy. New policy will take effect May 31, 2019. Approved and signed by W. Helm
Many thanks to C. Jackson for helping us save thousands of \$.

B. Report about CABY meeting (W. Helm)

W. Helm says that chances are small that we will receive any funding and that we will not apply.

C. Billing software (K. Kosloski/J. Price)

J. Price tells the board that the software company was sold last December and that they are short of programmers. CAMS has been in contact with a fix for base fee billing. She will be working with the programmer next week to begin samples and testing of billing system

D. Rate concerns (W. Ahrens/Concerned Citizens Committee)

E. Meter installations at River Rest & Pine Aire (W. Ahrens)

J. Grille has information for new meters at River Rest and Pine Aire and will check with County

Council to see if it is legal to install meters in these campgrounds. D. Shipley-Burgess says that if we install meters at River Rest she will put in a well. K. Burdick says good luck getting permit.

F. Website update (K. Kosloski)

S. Rowland has taken this task and has been in contact with Streamline rep. K. Kosloski will assist.

New Business: for information, discussion and possible motion

A. Grant update (W. Helm/K. Burdick)

K. Burdick tells board that CRWA is getting back up and running after accounting mishap and should be back by mid-July. Be sure to use current Capital Improvement Plan for grant proposals. She tells board that Draft Budget will have to be approved and adopted by June 30, 2019. The preliminary budget has been submitted by J. Price. It will be finalized in August.

B. Forgiveness policy for Lidwell (All)

L. Hillmann has another request for Forgiveness from R. Armijo. W. Helm asks if there is a form for this. W. Helm moves to create a form, W. Ahrens 2nd, All Approve

C. Questions for county rep (All)

A. Boyle asks the board members to come up with questions and email them to her so that she can forward them to county rep

D. Redaction of item from April Minutes (J. Price/All) See **Approval of the Minutes from Regular Meeting - April 11, 2019**

Correspondence

Close of the Water District Meeting

General Public Comment

General Public Comment time (not related to existing agenda items) allowed on subjects relating to the water agency and/or Fire Department, total elapsed time **15 minutes, 3 minutes per individual speaker.**

D. Shipley-Burgess says that she(River Rest) and Pine Aire must be notified if they are to be on Agenda. She says that if doing separate rates for commercial properties all must be the same. She says that the meters at the campground and at her home are the same size. P. Rose tells her that the meter at the campground is 2" and the one at her house is $\frac{5}{8}$ ".

B. Burgess asks if all residences have meters. He is told that 1 house does not have a meter and that permanent residences in the campgrounds do not.

C. Jackson says that her main issues with the board are: Inconsistent meter reads, Billing issues, Some customers don't have meters and Campground permanent residences don't have meters. The District must belong to State Weights and Measures for meter calibrations. S. Rowland tells her that our meters don't need calibration. She says that the board must establish a Commercial Rate Structure for the businesses in town. She would like the board to back away from metered rates. She tells the board that they have misinterpreted J. Grille's letter - he is saying that unless these issues are addressed, he will take action with the county. She asks if Warrants can be paid without being approved at a meeting. J. Price reported certain Warrants can be

paid without being pre-approved at a meeting but must be included in the next meeting warrant list.

Such items are payroll, work comp and general liability insurance.

L. Kurpies says people have been looking for her water line for years with no success and that no one can come on her property and look until after her house is sold. She says that previously people have come on to her property digging and leaving big holes. P. Rose apologizes and said that a huge effort had been made to find her water line and that a speciality company may have to be hired to find the line.

J. Godfrey says that meter boxes are being left open exposing meters and lines. W. Helm tells him that was already addressed in Meter Reports. He told the board that he is having stomach problems because of the water. S. Rowland tells him that the water was just tested this week and that it is fine.

W. Ahrens would like to see that all per gallon monies be returned

J.Price says that the last billing cycle was 3 months

Meeting closes at 7:32PM