

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

(Held at the Commission office on March 25, 2020 at 5:00 p.m.)

1. Call to Order ❖

Chairman Fairbanks called the meeting to order at 5:00 p.m.

2. Roll Call ❖

Commissioners present were Commissioners Fairbanks and Kuehner from the Lake Oroville Area Public Utility District, Pittman and Reynolds from the City of Oroville, Hatley and Latulippe from the Thermalito Water and Sewer District. Staff present were Manager Scott Koch and SC-OR Attorney Desiree Vance.

3. Salute to the Flag ❖

Commissioner Latulippe led Commissioners and staff in the salute to the flag.

4. Acknowledgment of Visitors ❖

None

5. Board Meeting Minutes of the Regular Meeting held on February 26, 2020 and the special meeting of March 16, 2020❖

Upon motion by Vice-Chairman Hatley to approve the minutes of the meetings, and second by Commissioner Kuehner, the minutes of the February 26, 2020 regular meeting and the March 16, 2020 special meeting were unanimously approved.

6. Employee Safety Meeting Minutes of March 13, 2020 ❖

Upon motion by Commissioner Kuehner to approve the employee safety meeting of March 13, 2020, and seconded by Vice-Chairman Hatley, the minutes of the meeting were unanimously approved.

7. Authorization of Warrants ❖

Commissioner Kuehner met with Manager Koch and checked the warrants earlier, and having found everything to be in order made a motion for their approval. The motion was seconded by Vice-Chairman Hatley. Warrants 26011-26058 in the total amount of \$340,578.68 from February 27 to March 25, 2020, including Commissioner fees and electronic fund transfers, were unanimously approved and ordered paid.

8. Fiscal Reports ❖

Manager Koch stated the fiscal reports for February 2020 were in the packets for review. There were no questions and nothing further to report.

9. Orchard Crest Capacity Study Transfer of Ownership ❖

Manager Koch stated that FEMA had a plan to move temporary trailers into the Orchard Crest Subdivision after the Camp Fire incident. They had a capacity study done through MLU for 140 units, and then FEMA decided they didn't need that property. They had not entered into a mitigation agreement, which technically makes the capacity study null and void. Orchard Crest wishes to build, and they need to know if we have capacity. They only wish to build around 90 units, and since the capacity study has already been done and Manager Koch sees no reason to do another, he would like to transfer the name on the capacity agreement from MLU to Orchard Crest so they can move forward.

It was the consensus of the Commissioners to allow the capacity agreement done by MLU to be transferred to Orchard Crest, and once they enter into a mitigation agreement it will be brought back for acceptance by the Commission.

10. All Metals Capacity Agreement and Capacity Impact Study ❖

Manager Koch reported that All Metals has expressed interest in connecting to the sewer system when LOAPUD has a pump station built at the corner of Lincoln and Ophir. In order for them to do that, LOAPUD and SC-OR have to acknowledge that each of us has the sewer capacity to serve them. Resolution 03-10 states that any project within the service area of 20 EDU's or more requires a capacity impact study be done. Then it addresses parcels that are annexed but does not indicate a number of EDU's for those annexed parcels to require a capacity impact study to be done. The assumption is any EDU would require a capacity impact study. All Metals has three EDU's to connect to the system. Manager Koch does not feel they should be required to do a capacity impact study to connect because we can accommodate three EDU's. He would like to amend the resolution to put a number of EDU's that annexation of property would trigger a need for a capacity impact study. The Chairman asked how many EDU's Manager Koch would suggest to protect SC-OR. Manager Koch stated that he would stay with 20 EDU's because we haven't seen the growth that was project in 2008, and if we do see that kind of growth the plant modification should cover it.

A motion was made by Commissioner Pittman to authorize the Manager to amend Resolution 03-10 to change the wording to add a number of 20 EDU's as the trigger point for a capacity impact study requirement for connection to the sewer system pre-annexation. The motion was seconded by Vice-Chairman Hatley, and passed by the following votes: Reynolds – Aye, Fairbanks – Aye, Hatley – Aye.

Manager Koch was directed to send a letter to All Metals stating SC-OR has the capacity for them to connect to the sewer system without requiring a capacity impact study, and to enter into a mitigation agreement.

11. Amendment to the Scope of Work of Task Order #34, Wastewater Treatment Plant Upgrade Final Design ❖

Manager Koch stated that he had visited several treatment plants to view their UV processes, and it was clear that flow equalization is a primary key to maintaining a consistent flow through the UV system, giving it time to ramp up and down to maintain the water quality needed that is crucial to the operations. At the beginning of our upgrade design, and because our water is pumped from the contact basin through the filter system it maintains an equal flow because of the pumps, the engineers did not understand the need for equalization. Manager Koch has explained to them that because of the increase in flow and the speed it comes in during the rainy season, equalization is necessary. The engineers now agree, but it will add an additional \$32,000 to the project design.

A motion was made by Vice-Chairman Hatley to approve the amendment to the scope of work of task order #34 for an additional cost not to exceed \$32,000 for flow equalization. The motion was seconded by Commissioner Kuehner, and passed by the following votes: Reynolds – Aye, Fairbanks – Aye, Hatley – Aye.

12. Compensation Review – Advisory Committee Report ❖

The City of Oroville Advisory Committee had directed Attorney Vance to get proposals on performing a class study for the SC-OR manager and an assistant manager position, along with a compensation study for all plant positions. Attorney Vance said she had only received one proposal at packet time from Bryce Consulting, but has since received two more from the four firms that she contacted, with one more promised. The prices range greatly, with Bryce Consulting being the cheapest, and the most expensive being around \$13,000.

A motion was made by Commissioner Reynolds to accept the proposal by Bryce consulting for a classification and compensation study, seconded by Vice-Chairman Hatley, and passed by the following votes: Reynolds – Aye, Fairbanks – Aye, Hatley – Aye.

Attorney Vance was directed to send a letter to SC-OR employees so they understand what is going on. She was also directed to contact Bryce Consulting regarding acceptance of their proposal.

13. Attorney's Report ❖

Attorney Vance reported that all is running smoothly at the plant.

14. Manager's Report ❖

Manager Koch said that we are taking every precaution during this virus issue at SC-OR, and are keeping the gate closed to all public. A sign is posted on the front gate advising septic drivers and delivery drivers to call the office and an operator will let them in or take their delivery so we minimize interaction. The crew is already somewhat split up, and we are keeping our distance from one another as much as possible. Sick employees were advised to stay home; disinfection of counters and door knobs/handles is done daily.

15. Visitor Comments ❖

None

16. Commissioner and Staff Comments ❖

Vice-Chairman Hatley asked if we have had any issues with wipes and rags coming through and clogging the system. Manager Koch said that we have had some issues, and we have been cleaning the pumps at the Ruddy Creek pump station more often, on Fridays and Mondays. We don't have an issue at the Feather River Pump Station because anything coming in first goes through a grinder. At the plant we have been collecting a lot more garbage, but we haven't had the plug-ups that other plants have seen.

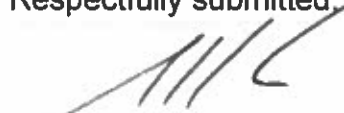
Vice-Chairman Hatley also asked about the increase on our property and liability insurance and if we need the coverage we are carrying. Manager Koch said we did need that amount of coverage, and said that though this is a large jump, SDRMA had not raised rates for several years. He also said that

Commissioner Pittman asked if Manager Koch knew what was going on at the Highway 70-man camp. Manager Koch said they had contacted him asking to bring in 15-25 thousand gallons of water into us within the next couple of months. They said it was going to be produced by either a homeless shelter, a rehabilitation shelter, or construction workers to remove trees. His concern is that in the last annual sampling we had an issue with the toxicity test; the only change to our system was the water they brought in. He told them that if we do accept water from them, we will require that the holding tank and both trucks they haul the water in be tested for toxicity. Our priority is our facility.

17. Adjournment ❖

There being no further business, the meeting was adjourned at 5:57 p.m. to the regular meeting scheduled on April 22, 2020 at 5:00 p.m.

Respectfully submitted,



SCOTT J. KOCH, CLERK