

**MINUTES OF THE REGULAR MEETING
OF THE SEWERAGE COMMISSION - OROVILLE REGION**
(Held at the Commission office on November 18, 2020 at 5:00 p.m.)

1. Call to Order ❖

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

2. Roll Call ❖

Commissioners present were Commissioner 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 was Manager Sturdevant, Attorney Vance, Environmental Compliance Manager Salsi and Temporary Assistant to the Manager Ray Sousa. Commissioner Fairbanks was absent.

3. Salute to the Flag ❖

Chairman Hatley led Commissioners and staff in the salute to the flag.

4. Acknowledgment of Visitors ❖

None

Chairman Hatley opted to move to item 11, Closed Session at this time. See action under Item 11.

5. Board Meeting Minutes of the Regular Meeting held on October 28, 2020 and the Special Meeting of November 9, 2020 ❖

Upon motion by Commissioner Kuehner to approve the minutes of the meetings, and second by Commissioner Latulippe, the minutes of the October 28, 2020 regular meeting and the November 9, 2020 special meeting were unanimously approved.

6. Authorization of Warrants ❖

Chairman Hatley met with Manager Sturdevant and checked the warrants earlier, and having found everything to be in order made a motion to approve warrants 26439-26485 in the total amount of \$468,613.57 from October 29 to November 18, 2020, including Commissioner fees and electronic fund transfers. The motion was seconded by Commissioner Kuehner, and the warrants were unanimously approved and ordered paid.

7. Fiscal Reports ❖

Chairman Hatley stated that the fiscal reports for October 2020 were in the packet for review. There were no questions regarding them.

8. Fiscal Year 2019/2020 Audit

Out-of-Class Fiscal Officer Glen Sturdevant said that there were no issues with the audit, and there were no questions or comments regarding it.

A motion was made by Commissioner Kuehner and seconded by Commissioner Fairbanks to adopt the 2019/2020 audit as presented. The motion was seconded by Commissioner Kuehner, and passed by the following vote: Reynolds – Yes, Latulippe – Yes, Kuehner – Yes.

9. Review of I&I Peak Charge Resolution 11-20, A Resolution Establishing the Formulas for Determining Infiltration/Inflow Surcharges, and Corresponding Policy 7305 ❖

O-O-C Manager Sturdevant stated that all that changed on this resolution is the EDU count, which affects the formulas on Exhibit A, increasing the peak cost in dollars per MGD for the current fiscal year.

Commissioner Fairbanks stated that he does not have any issues currently with this resolution, but down the road it may be an issue because LOAPUD staff is still working on a modified schedule due to COVID-19. Their camera system is working well.

A motion was made by Commissioner Kuehner and seconded by Commissioner Reynolds to adopt Resolution 11-20, a Resolution Establishing the Formulas for Determining Infiltration/Inflow Surcharges, and the corresponding Policy 7305. The motion was seconded by Commissioner Kuehner, and passed by consensus.

10. General Consulting Services Contract Amendment with Provost & Pritchard Consulting Group for an amount not to Exceed \$25,000 ❖

Chairman Hatley stated this item had been tabled at the September meeting, and is being brought back for consideration. The TWSD board had a lengthy discussion regarding this, and they felt that the 150% increase was extreme just to help in the transition of a new manager. Unless there are serious compelling arguments as to why help is needed, the TWSD board would like to wait on the approval of this item. O-O-C Manager Sturdevant said that he agreed, and felt we could wait to see if more help is needed. Chairman Hatley said if something arises in the future, we can address this then. No action was taken.

11. Commissioner Update – Out-of-Class Managers’ Training Progress ❖

Ray Sousa, Assistant to the Manager, stated that he had submitted an itemized list of what he has reviewed with O-O-C Manager Sturdevant during their training sessions. He asked if there were any questions regarding what has been covered. He said that he appreciates that Glen has included Mikah in the training. He also said that Glen is extremely knowledgeable on the operations of the plant, and is very eager to learn. Ray’s recommendation is that the board offer Glen the Manager’s positions. He said Glen came with a grade IV certificate in hand, which is hard to acquire; it takes a lot of discipline and training to obtain a Grade IV license. He wasn’t required to have a Grade IV license but got it anyway. After doing a survey, he said other plants in our local area are trying to find operators, and there is a drought of licensed operators; some are offering signing bonuses. We have what we need right here in Glen, and with a little investment in him he will be a good manager.

Chairman Hatley said he would like to move forward with a contract with Glen. Commissioner Reynolds asked if there was a pay scale in place for the manager’s position. Attorney Vance said we had been waiting on the final compensation report prior to determining a pay scale for the manager. She needs direction as to where the Commission wants the scale to start. Chairman Hatley said we can start with what the past manager left at with an additional 7% as the top step. Commissioner Reynolds said that Bryce Consulting had recommended a pay scale based upon their comparisons. Attorney Vance will bring a draft pay scale to the special meeting.

It was the consensus of the Commissioners to hire Glen as the Manager. A special meeting will be scheduled to approve pay scales for the Manager’s and the Assistant to the Manager positions. Attorney Vance will bring the Compensation Study figures to the meeting and the Commissioners can nail down the numbers for a pay scale. Asst. to the Manager requested that once an offer has been made to Glen, and he accepts the position, can SC-OR begin to look for a replacement for the vacancy open for his current position, and to backfill an open operator’s position.

12. Plant Manager Recruitment Options❖

This item was covered above. Chairman Hatley said the City Ad Hoc Committee appointed for negotiations with the past manager is no longer needed and is now dissolved.

13. Attorney’s Report ❖

Attorney Vance said there were no issues nor lawsuits, and everything is running smoothly.

14. Manager's Report ❖

O-O-C Manager Sturdevant said we have completed the hauling of sludge, with a total of 458.7 tons taken to Neal Road Landfill.

ECM Salsi is currently working on a funding opportunity that we were made aware of just a few days ago by the California Special Districts Association. There is \$20,000,000 available, or \$300,000 per applicant for the PG&E PSPS shut-off's. Mikah is looking into whether we qualify for any of that money.

O-O-C Manager Sturdevant said that Ray has been very valuable with his knowledge in his training. He has gotten so much more out of it than he anticipated.

Our NPDES permit is up for renewal, and an application for renewal must be submitted by December 2nd. We will submit our application next week, so we will be a month ahead of the deadline. Commissioner Kuehner asked what the NPDES was. O-O-C Manager Sturdevant stated it is the blueprint for how our plant must operate, what type of testing we have to do, etc.

The City of Oroville passed a *Resolution Proclaiming the Existence a Local Emergency* with regards to a lack of housing. O-O-C Manager Sturdevant said that SC-OR is ready to do all that we need to do for our part.

O-O-C Manager Sturdevant reminded the Commissioners that the November board meeting has been moved to the 18th of November.

15. Visitor Comments ❖

None

16. Commissioner and Staff Comments ❖

The Commissioners thanked Ray, Glen and Mikah for all they are doing. Commissioner Reynolds said his advice to the O-O-C Manager would be to not be afraid to come to the board for decisions that affect the plant. Let the board help make those decisions.

17. Adjournment ❖

There being no further business, the meeting was adjourned at 6:13 p.m. to the regular meeting scheduled for November 18, 2020 at 5:00 p.m.

Respectfully submitted,



Glen E. Sturdevant, Out-of-Class Clerk