

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

(Held at the Commission office on April 24, 2019 at 5:00 p.m.)

1. Call to Order ❖

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

2. Roll Call ❖

Commissioners present were Commissioners Fairbanks & Kiely from the Lake Oroville Area Public Utility District, Pittman and C. Reynolds from the City of Oroville, and Taggart from the Thermalito Water and Sewer District. Staff present were Manager Scott Koch and SC-OR Attorney Desiree Vance. Commissioner E. Reynolds was absent.

3. Salute to the Flag ❖

Manager Koch led Commissioners and staff in the salute to the flag.

4. Acknowledgment of Visitors ❖

James, Ariail and Ricky Patterson from CalOES, Matthew Davis and Dan Horvath of FEMA, and Marlyne Mack, secretary to Desiree Vance.

Mr. Ariail of Cal OES addressed the Commissioners on a non-agenda item regarding emergency housing for disaster survivors of the Camp Fire, which will consist of mobile home units (MHU's). The site is intended to be temporary and last up to 18 months with the opportunity to extend if needed. Mr. Ariail states once use of the site is completed the MHU's are taken away and the site is restored to pre-use condition. His agency is trying to control costs in setting up the units, but are also trying to set the units up as quickly as possible. He stated that the impact fees required by SC-OR were a "surprise". They are looking at a temporary use under extraordinary circumstances, and would like SC-OR to consider reduced or waived fees for this temporary housing.

Dan Horvath, FEMA Operations Chief, also spoke on this subject. The temporary housing is a short-term solution, and the goal is to get the residents back into Paradise as soon as possible. He is requesting a variance on fees for both the Rosewood and Orchard Crest sites. He would like his request for waived fees to be placed on the agenda for the next meeting or for an emergency meeting to be scheduled.

Commissioner Reynolds advised the visitors that it would be to their advantage to do their "due diligence" before starting projects so that they can be informed as to what fees and permits would be required.

The Commission directed Manager Koch to agendaize a special meeting to be held on Tuesday, April 30, 2019 at the SC-OR office to discuss temporary connection fee reduction/waivers for the Rosewood and Orchard Crest developments, and to take possible action.

5. Board Meeting Minutes of the Regular Meeting held on March 27, 2019 ❖

Upon motion by Commissioner Taggart to approve the minutes of the meeting, and second by Commissioner Fairbanks, the minutes of the March 27, 2019 regular meeting were unanimously approved.

6. Employee Safety Meeting Minutes of April 5, 2019 ❖

Upon motion by Commissioner Fairbanks to approve the minutes of the meeting, and second by Commissioner Reynolds, the minutes of the April 5, 2019 employee safety meeting were unanimously approved.

7. Authorization of Warrants ❖

Commissioner Kiely met with Manager Koch and checked the warrants earlier, and finding everything to be in order made a motion for their approval. Upon second by Commissioner Taggart, warrants 25424-25473 in the total amount of \$118,597.10 from March 28, 2019 to April 24, 2019, including Commissioner fees and electronic fund transfers, were unanimously approved and ordered paid.

8. Fiscal Reports ❖

Fiscal Officer Koch reported that all fiscal reports were included in the board packets; there were no questions and nothing further to report.

Commissioner Pittman asked about the I&I flows and if they were getting any better. Manager Koch said that when an entity does repairs to their sewer lines the flows improve for about two years but then begin to rise again as new areas need repairs. Commissioner Reynolds suggested that there should be a policy requiring each district to upgrade their lines. Fiscal Officer Koch stated that SC-OR does not run each district, and cannot dictate those upgrades. He stated we had a policy assessing peak charges while allowing an 80% rebate to the entity if work in the amount of their cost had been done, but that policy was voided by the Commission. If the entities are diligent in inspecting their lines and repairing problems it would improve the flows drastically.

9. Auditing Service Contract ❖

Manager Koch said that the auditor's contract is an extension of their current contract. We work well with them and would like to continue using their services.

A motion was made by Commissioner Fairbanks to approve the auditing contract with Fetcher and Company CPA's, and to authorize the manager to sign the contract. The motion was seconded by Commissioner Taggart, and passed by the following votes: Kiely – Aye, Reynolds – Aye, Taggart – Aye.

10. Resolution 02-19 and Policy 3235 – Late Payment Procedures Review and Possible Amendments ❖

Manager Koch presented Resolution 02-19 and Policy 3235, and proposed that amendments to the Late Payment Procedures allows SC-OR the ability to terminate services upon non-payment. We have not had that ability with the current policy.

A motion was made by Commissioner Reynolds to adopt Resolution 02-19 and approve the changes to Policy 3235. The motion was seconded by Commissioner Kiely and passed by the following votes: Kiely – Aye, Reynolds – Aye, Taggart – Aye.

11. Policy 3250 Update – Insurance for Septic Tank Pumpers ❖

Manager Koch said this policy was updated to include the requirements recommended by our insurance company for the P/L & P/D insurance carried by septic pumpers to be at a minimum of \$1,000,000 per occurrence. There are only two pumpers currently using SC-OR's facilities that do not meet this requirement and will have to increase their coverage.

A motion was made by Commissioner Taggart to update Policy 3250 – Insurance for Septic Tank Pumpers, which was seconded by Commissioner Fairbanks, and passed by the following votes: Kiely – Aye, Reynolds – Aye, Taggart – Aye.

12. RFC Refund Request (City of Oroville) ❖

Manager Koch explained that a mistake was made by the City of Oroville charging a connection fee to a house that is in the Thermalito Water & Sewers' District. The owners have asked for a refund, which by policy must be brought to the Commission for authorization. Thermalito has paid us for that connection also.

A motion was made by Commissioner Reynolds to authorize the refund of the connection fee, which was seconded by Commissioner Taggart, and passed by the following votes: Kiely – Aye, Reynolds – Aye, Taggart – Aye.

13. Attorney's Report ❖

Attorney Vance reported that there are no claims or litigation against the plant, everything is running smoothly, and there is nothing further to report. She advised that a Brown Act update and refresher memo will be sent to all members as a reminder that the Act applies to SC-OR Commissioners.

14. Manager's Report ❖

FEMA Trailers: Most of this discussion took place under Visitor Acknowledgement. Manager Koch has concerns that the proposed Rosewood development was put in so fast and it was not inspected. He would caution against waiving fees for them due to the unknowns.

15. Visitor Comments ❖

Addressed under Visitor Acknowledgement.

16. Commissioner and Staff Comments ❖

Reminders to commissioners regarding the scheduling of Proposition 218 hearings were given.

17. Adjournment ❖

There being no further business, the meeting was adjourned at 6:11 p.m. to the regular meeting scheduled for May 22, 2019 at 5:00 p.m.

Respectfully submitted,



SCOTT J. KOCH, CLERK

Approved