

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

(Held at the Commission office on April 26, 2023 at 5:00 p.m.)

1. Call to Order ❖

Chairwoman Mastelotto called the meeting to order at 5:00 p.m.

2. Roll Call ❖

Commissioners present were Commissioners Mastelotto and Salvucci from the Lake Oroville Area Public Utility District, Pittman and Thomson from the City of Oroville, Wristen from the Thermalito Water and Sewer District. Staff present was Manager Glen Sturdevant, Plant Supervisor Mikah Salsi and Attorney Jones (by Zoom). Commissioner Taggart arrived at 5:05.

3. Salute to the Flag ❖

Commissioner Mastelotto led the commissioners and staff in the salute to the flag.

4. Acknowledgment of Visitors ❖

None

5. Board Meeting Minutes of the Regular Meeting held on March 28, 2023 ❖

Upon motion by Commissioner Wristen to approve the minutes of the meetings, and seconded by Chairwoman Mastelotto, the minutes of the March 28, 2023 regular meeting were unanimously approved.

6. Employee Safety Meeting Minutes of April 18, 2023

Commissioner Wristen asked how many harnesses we have at the plant. Manager Sturdevant reported that we have two of the new style and two of the old style.

7. Authorization of Warrants ❖

Commissioner Salvucci met with Manager Sturdevant and reviewed the warrants, and found everything to be in order. Warrants 28073-28118 in the total amount of \$1,000,316.94 from March 29, 2023 to April 26, 2023, including Commissioner fees and electronic fund transfers, were ordered paid.

8. Fiscal Reports ❖

Manager Sturdevant stated the fiscal reports for March 2023 were in the packets for review. There were no questions expressed and nothing further to report.

9. Closed Session ❖

The Commission adjourned to closed session at 5:06 pm and reconvened to open session at 5:13 pm. Chairwoman Mastelotto stated that there was only discussion in closed session, and no direction was given.

10. Discussion to Alter Work Schedule for Select SC-OR Personnel ❖

Manager Sturdevant introduced a 4/10 work schedule as an option to save money. With all costs going up, staff was brainstorming on how to save money, and this was one of the suggestions. All of the operators would prefer the altered schedule, it will save SC-OR money, so it seems like a win-win proposal. Lead Operator Maxwell has done some legwork on this proposal, and we feel we will have fewer callouts and less overtime. Manager Sturdevant is asking for the authorization to explore this further with Attorney Jones. We will need a Compensatory Time Off (CTO) policy to go along with this. Chairwoman Mastelotto asked if this would comply with laws in the State of California. Attorney Jones stated that it is definitely legal, we would just need the policies to implement it. Commissioner Taggart asked if the operators would be on the same schedule. Manager Sturdevant said that two operators would work Monday–Thursday, two would work Tuesday–Friday, and we will have a weekend guy who would work Friday–Monday. We would be well covered. We would like to start with a trial period, and then would review it after a year to see how it is working.

Commissioner Pittman said the CTO policy would need to be specific; there should be some restrictions as it can be abused, but it is a proven positive work schedule. Commissioner Wristen said it may take a year or two for the operators to get used to a new schedule. He asked Lead Operator Maxwell if he has looked at other like type industries to see if it works for them. Mitch said he worked 4/10's at the City of Colusa, and Manager Sturdevant said he also worked at Colusa for 7 years and has experience with it, and it is just a nicer schedule. Commissioner Taggart stated that in production a 4/10 schedule is optimal.

Manager Sturdevant said that we will do more investigation on this, and will bring it back for approval next month.

11. Enter into Funding Agreement with Butte County for CDBG Monies ❖

Manager Sturdevant said the signing of this agreement is one of the final steps to receiving the CDBG grant monies from the County. Plant Supervisor Salsi said that this is the first of two agreements that we are required to enter into with the County to receive the monies. This agreement is only for the administrative portion, for which we hired Adams Ashby Group for grant administration oversight. This agreement will pay for the grant administration with Adams Ashby Group. Chairwoman Mastelotto asked if Manager Sturdevant and Supervisor Salsi were happy with the agreement. Manager Sturdevant stated Attorney Jones had reviewed it, and he made a couple of edits and sent it back to the County. The County had a couple of edits, and this is the final product.

A motion was made by Commissioner Wristen to approve entering into a Funding Agreement with Butte County for CDBG monies. The motion was seconded by Commissioner Pittman, and passed by unanimous approval.

12. Approval of Purchase Offer of Property for the New Ruddy Creek Lift Station ❖

Manager Sturdevant introduced this item, and said that Chairwoman Mastelotto had been out of the country when this purchase offer was sent to us. She has some questions regarding the offer. We are asking the board to approve the spirit of the offer while she and Attorney Jones work out some language that will protect SC-OR. Attorney Jones stated that the major contents of the agreement will not change, just some language to protect SC-OR, so the board can approve for him and Manager Sturdevant to finalize the purchase offer and to execute it. Chairwoman Mastelotto asked that she be send a final copy before it is executed. Manager Sturdevant said he will send all of the Commissioners a copy before that happens.

Commissioner Wristen said the spirit of the purchase offer is good, so he made a motion to approve the offer once protective language is included, and to approve the Manager and Attorney to execute the offer for the purchase of Property for the New Ruddy Creek Lift Station. The motion was seconded by Commissioner Pittman, and passed by unanimous approval.

13. Discussion Regarding Changing the Dates and Time of the Regular SC-OR Meetings (Resolution 04-23) ❖

At the requestion of Chairwoman Mastelotto, this item was tabled until we can find a date that works for all board members.

14. Adoption of City's Climate Action Plan (Resolution 05-23) ❖

Manager Sturdevant reported that we turned in our application for the State Revolving Funds Loan Program, and as part of their scoring system they would like to us to have a climate action plan. We believe that adopting the City's Climate Action Plan will benefit us twofold: 1) The City's plan states that SC-OR will aim to get recycle water and use it to irrigate City parks, roadways, etc., which is something that SC-OR would like to do, and 2) It gives us points for a more favorable position to get a loan from the State if we are to go that route. Supervisor Salsi said that the State had emailed him asking him if we had adopted the City's plan. He replied that we had not but would at the next meeting. The City's agreement only mentions SC-OR two or three times by acknowledging that SC-OR contributes to overall greenhouse gasses in the City, and states that the City would like to work with SC-OR to produce recycled water to help offset that carbon footprint.

A motion was made by Chairwoman Mastelotto to approve the adoption of the City's Climate Action Plan, which was seconded by Commissioner Taggart, and passed by unanimous consensus.

15. Amendment of the Yuba Planning Group, LLC Contract ❖

Plant Supervisor Salsi stated that in January the Commission approved an agreement with Yuba Planning Group to produce a NEPA study for the plant upgrade project as required for the federal funding we will receive. As part of that, there was a basic understanding that Yuba Planning Group would work directly with SC-OR; they would produce the environmental document and bring it to us as the lead agency, and the board would approve or reject that document to be submitted for the grant. However, after meeting with the consultant and Butte County, the HCD National Agency directed Butte County to be the lead agency on the environmental document because they are the ones entering into the master agreement with the State. Because of that, Yuba Planning Group has had a lot of extra meetings associated with that. In addition, the project boundary changed in the creation of the CEQA document, and it wasn't until we sat down with the County and Yuba Planning that we were informed the HCD wanted us to go back and renote some of the CEQA items, specifically the State Historic Preservation Office, and the Tribal Consultation contacting all of the local tribes. HCD has their own list of tribal organizations that we were required to list, which is bigger than the list that we did with the original CEQA document. These are the reasons why Yuba Planning Group has amended the contract for an additional \$6,720.

Commissioner Taggart made a motion to approve the amendment to the Yuba Planning Group, LLC contract for an amount not to exceed \$6,720. The motion was seconded by Commissioner Pittman, and passed by the following votes: Mastelotto – Yes, Pittman – Yes, Taggart – Yes.

16. Finalizing and Possible Adoption of Fiscal Year 2023/24 Proposed Budget ❖

Manager Sturdevant explained that he budgeted for a utility vehicle in the 2023/24 budget, and it had also been budgeted in the 2022/23 budget, but we didn't think we were going to be able to take possession of it in our current budget year. We have since been notified that we will get it prior to July 1st, so it has been removed from the proposed budget. The difference is \$20,000 reduction on Exhibit C (WCRF).

A motion was made by Commissioner Wristen to adopt the fiscal year 2023/24 proposed budget with the reduction on the WCRF budget for the utility vehicle. The motion was seconded by Chairwoman Mastelotto, and passed by unanimous consensus.

17. Attorney's Report ❖

Attorney Jones said that he had reported everything in the closed session.

18. Manager's Report ❖

Manager Sturdevant stated we are now in sludge season. We are currently dewatering the storage ponds, and once they are dewatered we will run our sludge equipment through the sludge to turn it into powder. Hopefully we are able to haul it to Neal Road Landfill in July or August.

Our ship date has been pushed back once again to July 17 on the VFD's for our new influent pump station. He has no confidence that they will be shipped by that date either, as the date seems to be pushed back by two months every time we near the previously promised ship date.

We are moving forward on the SRF application. We received an email from Congressman Doug LaMalfa's office saying they were looking for projects to fund. We put the upgrade project on his list for possible federal grant monies. His office selected our project for the first phase. This does not guarantee any grant funds, but it is a step in the right direction.

We sent Environmental Compliance Supervisor Kendra Morgan to a CWEA conference in San Diego last week. She learned about the new lab regulations that will go into effect in 2025, and Manager Sturdevant was pleased when she informed him that she has already implemented about 80% of the upcoming regulations. She will write a report for the packet at the May meeting.

19. Visitor Comments ❖

None

20. Commissioner and Staff Comments ❖

Commissioner Pittman was in Washington DC just over a week ago, to attend the HUD conference and the National Housing conference, and can attest to what Plant Supervisor Salsi is saying about the detailed regulations on paperwork required. An example is what should be a one-page inspection report for Section-8 housing is a 10-page inspection report.

He also said the thought that we might get money out of this Congress is a dead idea.

He stated that D.A. Ramsey gave a report to the Rotary Club on the scanner theft that is hitting our county hard. ATMs are being hit, along with EBT cards. This is something to look out for when you use credit card or ATM machine.

Commissioner Taggart asked where we are as far as Proposition 218? Manager Sturdevant said the study is still ongoing. He also asked about increasing septage pumper fees, and asked if we will we need a 218 hearing on that? Manager Sturdevant said we would need to conduct a 218 hearing at SC-OR to increase septage pumper fees. Commissioner Taggart said that our charges for Septage pumpers is way below Neal Road Landfill's charges, and we need to raise them. Manager Sturdevant responded that we will probably increase our rates by about three times of what we charge right now, which will still be about half of what Neal Road charges. Septage dumping here is only offered within our sphere of influence. Manager Sturdevant said that he will bring the plans for that increase to the board next month, and we would like to try to coordinate that 218 hearing with the hearings on the cost increase of sewer service charges that will have to be done by the entities, but may just go ahead with our own hearing rather than wait for theirs.

21. Adjournment ❖

There being no further business, the meeting was adjourned at 5:55 p.m. to the regular meeting scheduled for May 23, 2023 at 5:00 p.m.

Respectfully submitted,



GLEN E. STURDEVANT, CLERK