

Manager's Report

To the SC-OR Commissioners by Glen Sturdevant
on March 21, 2024

Operations & Maintenance

There are no operational issues to report this month. We are preparing to pull our quarterly samples.

Influent Pump Station

We are waiting for Tesco to come do some final testing on April 15; following that we should be fully operating on the new Influent Pump Station.

Draft Budget for Fiscal Year 2024/2025

I will have a copy of the proposed budget at this meeting for you. No action will be taken; it is yours to take and review. If you find concerns or questions, please contact me so that I may address them or make a change prior the next meeting.

Funding

Intergovernmental Subrecipient Agreement between the County of Butte and the Sewerage Commission

This is the agreement between Butte County and SC-OR regarding the funding for Phase I of the upgrade; we are asking the SC-OR Board to approve it and authorize the Manager to sign.

I am also looking into the grant program for EV charging stations so that we may use our solar array to fuel smaller vehicles in the future if we were to switch to EVs.

Roof Repair or Replacement

We are asking the Board to decide first, when they want to do the work and second, what type of solution they want. The options are to repair or replace the roof. My recommendation would be to replace it during this spring so as not to conflict with other construction scheduled for the summer months. I recommend replacement rather than repair because we have been spot repairing the roof for countless years and still have issues. This year we had leaks occur over our MCC (motor control centers) panels, which could be a major safety concern, and if the water were to get into the panels and interact with the electrical equipment it would be catastrophic to operations on every level.

City of Oroville

I had a meeting with Brian Ring, Fred Mayo, Ruth Duncan and Patrick Piatt this month to address the process in which developments get approved by the City and SC-OR. I will report to the board once we have come up with a good solution to make the process more streamlined and efficient.

We were notified by the City of Oroville (who we pool with), that they are most likely switching insurance carriers, and we can no longer pool with them. SC-OR staff is looking into alternatives for who we can pool with.

Our attorney is working with the legal counsel from the City of Oroville to get an agreement for reimbursement for the construction of the new RCPS. We are hoping to get that agreement on the agenda for the City Council for approval in April.

TWSD

I had several phone conversations, as well as an in-person meeting, with the manager of TWSD to make sure we are completing the proposition 218 process in the correct way to ensure that our scheduled rate increase goes into effect on 7/1/2024. All seems in order.

We have installed a loaner controller for the TWSD flow meter while ours is supposed to be getting repaired. I will explain in further detail at meeting.

Now that we are at the end of the wet season, we have begun to talk to Martin Crane about transporting the 2 filters from TWSD to the SC-OR plant. I plan to have a cost and proposal for board review at the regular meeting in April.

LOAPUD

I have conferred with the LOAPUD manager to ensure we are all on the same page and schedule for their upcoming prop 218 process. All seems in order.

We are currently looking for proposals to do the first round of repairs to SC-OR's east interceptor that serves LOAPUD this summer.

Bank Fraud

Two fraudulent checks were cashed against the SC-OR checking account. Staff found the first one that was cashed when doing the monthly bank reconciliation. The Bank of America fraud department and Oroville Police Department were immediately notified. The second check was caught two days later when staff checked online for any other fraudulent checks. The Oroville Police Department came and took reports on each fraudulent check. Bank of America refunded us the funds that had been taken from our account. On Tuesday, March 12th our checking account was closed at the recommendation of Bank of America fraud department, and a new account was opened.

SEWERAGE COMMISSION - OROVILLE REGION
BUDGETARY SUMMARY - FISCAL YEAR 2023/2024

DESCRIPTION	Adopted Budget 2023/24	Expended This Month	Expended Through 02.28.2024	Balance of Funds Remaining	Time Left 33%
SALARIES & WAGES	997,600	69,286.88	582,559.14	415,040.86	42%
EMPLOYEE BENEFITS	717,922	64,138.13	542,570.36	175,351.64	24%
COMMISSIONERS' FEES	43,200	3,600.00	28,800.00	14,400.00	33%
CMSNRS FICA & MEDICARE	3,305	229.50	2,157.30	1,147.70	35%
GAS, OIL & FUEL	30,000	891.73	7,422.93	22,577.07	75%
INSURANCE	120,000	0.00	126,208.39	(6,208.39)	-5%
MEMBERSHIPS	10,000	0.00	10,027.84	(27.84)	0%
OFFICE EXPENSES	10,000	988.39	5,196.92	4,803.08	48%
OPERATING SUPPLIES	345,000	4,223.52	128,223.83	216,776.17	63%
PROFESSIONAL SERVICES	176,000	5,689.21	115,891.82	60,108.18	34%
PRINTING & PUBLICATIONS	3,000	0.00	847.00	2,153.00	72%
REPAIRS & MAINTENANCE	125,000	10,833.90	96,163.55	28,836.45	23%
BIOSOLIDS DISPOSAL	40,000	0.00	36,560.85	3,439.15	9%
MONITORING & COMPLIANCE	100,000	6,836.16	101,461.96	(1,461.96)	-1%
TRAINING & MEETINGS	20,000	436.35	13,967.80	6,032.20	30%
UTILITIES	652,150	495,995.19	461,813.10	190,336.90	29%
TOTAL OPERATING	3,393,177	663,148.96	2,259,872.79	1,133,304.21	33%
Engineering Fees	3,439.21				
Legal Fees	2,250.00				
Auditing Fees	0.00				
Permits	0.00				
Miscellaneous	0.00				
	<u>5,689.21</u>				

SEWERAGE COMMISSION - OROVILLE REGION

REVENUE SUMMARY - FISCAL YEAR 2023/2024

DESCRIPTION	Received	Received	Unrestricted	Restricted	Regulatory &	Restricted	Restricted	Restricted
	This	Through						
	Month	02.28.24	Funds	Funds	Funds	Funds	Funds	Funds
SERVICE CHARGES	0.00	1,040,517.10	1,040,517.10				0.00	
SEPTAGE DUMPERS	12,736.88	82,763.22	82,763.22					
EX. PEAK FLOWS	0.00	0.00					0.00	
EX. MO. FLOWS	0.00	0.00	0.00					
OTHER AGENCIES	0.00	151,753.81	151,753.81					
RFC CHARGES	79,656.00	83,041.38				83,041.38		
INTEREST	0.00	324,796.79	131,801.65	15,704.27	82,511.07	94,612.64	0.00	167.16
RCA (Regulatory & capital ac	0.00	1,128,300.00			1,128,300.00			
WCRF	0.00	76,724.40		76,724.40				
TOTALS	92,392.88	2,887,896.70	1,406,835.78	92,428.67	1,210,811.07	177,654.02	0.00	167.16

**SEWERAGE COMMISSION - OROVILLE REGION
ACTIVE & INACTIVE CASH - MONTHLY RECAP
FISCAL YEAR 2023/2024**

	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE
Cash - Unrestricted	7,214,794.29	7,042,009.27	7,078,012.35	7,660,430.64	7,503,478.54	7,392,187.21	8,143,895.33	7,477,617.29	0.00	0.00	0.00	0.00
Cash - Restricted												
WCRF	812,806.77	812,806.77	804,905.67	843,388.91	843,388.91	851,902.32	886,698.48	886,698.48				
R&CA	4,000,212.02	4,000,212.02	4,036,269.13	4,602,199.13	4,602,199.13	4,648,653.09	5,211,023.09	5,211,023.09				
Cap. Outlay	5,098,836.17	5,084,730.57	4,760,575.28	4,638,504.57	4,637,295.32	4,644,056.03	4,616,241.64	4,322,291.66				
Ann. M & O	300,000.00	300,000.00	300,000.00	300,000.00	300,000.00	300,000.00	300,000.00	300,000.00				
Fines&Pen	8,739.21	8,739.21	8,817.83	8,817.83	8,817.83	8,906.37	8,906.37	8,906.37				
TOTAL CASH	17,435,388.46	17,248,497.84	16,988,580.26	18,053,341.08	17,895,179.73	17,845,705.02	19,166,764.91	18,206,536.89	0.00	0.00	0.00	0.00
INTEREST ALLOCATED:												
Unrestricted			62,661.48			69,140.17						
Reserve/WCRF			7,190.86			8,513.41						
Reserve/CO			45,207.46			46,453.96						
Reserve/M&O			0.00			0.00						
Reserve/F&P			78.62			88.54						
Reserve/RCA			36,057.11			49,405.18						
CONSISTING OF:												
Checking Account	1,201,582.65	49,692.03	38,578.92	1,333,339.74	45,178.39	285,703.68	1,433,162.31	32,934.29				
L.A.I.F. Account	16,233,805.81	17,198,805.81	16,950,001.34	16,720,001.34	17,850,001.34	17,560,001.34	17,733,602.60	18,173,602.60				
TOTAL CASH	17,435,388.46	17,248,497.84	16,988,580.26	18,053,341.08	17,895,179.73	17,845,705.02	19,166,764.91	18,206,536.89	0.00	0.00	0.00	0.00
% of Funds Invested	93.11%	99.71%	99.77%	92.61%	99.75%	98.40%	92.52%	99.82%				

Sewerage Commission - Oroville Region

Bank Reconciliation - Bank of America

Fiscal Year Ended 30 June 2024

BALANCE PER BANK

Ending Balance on Bank Statement	29-Feb-24	452,853.67
Less Outstanding Warrants		(419,919.38)
Equals Adjusted Bank Balance at	29-Feb-24	<u>32,934.29</u>

BALANCE PER BOOKS

Beginning Prior Checkbook Balance	31-Jan-24	<u>1,433,162.31</u>
Deposits		1,027,616.08
Less Warrants Written		(2,371,390.63)
Adjustment for fraudulent check		(9,850.00)
Less Net Payroll Warrants		(46,603.47)
Equals Adjusted Checkbook Balance	29-Feb-24	<u>32,934.29</u>

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

(Held at the Commission office on February 28, 2024 at 5:00 p.m.)

1. Call to Order ❖

Chairman Taggart 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, and Taggart and Koch from the Thermalito Water and Sewer District. Staff present was Manager Glen Sturdevant and Plant Supervisor Mikah Salsi. Attorney Ryan Jones attended via Zoom.

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 January 23, 2024 ❖

Upon motion by Commissioner Koch to approve the minutes of the meeting, and second by Commissioner Salvucci, the minutes of the January 23, 2024 regular meeting were unanimously approved.

6. Authorization of Warrants ❖

Commissioner Thomson met with Manager Sturdevant earlier and reviewed the warrants, and having found everything to be in order made a motion for their approval. The motion was seconded by Commissioner Koch. Manager Sturdevant informed the commissioners that the PG&E true-up invoice was quite a bit higher than in the past, and will continue to go higher. Warrants 28624-28688 in the total amount of \$2,484,714.54 from January 24 to February 28, 2024, including Commissioner fees and electronic fund transfers, were unanimously approved and ordered paid.

7. Fiscal Reports ❖

Manager Sturdevant stated the fiscal reports for January 2024 were in the packets for review. There were no questions expressed and nothing further to report.

8. Adoption of the Sewer Rate Study Completed by Bartel Wells Associates ❖

This item was addressed following item #9 – Closed Session. Manager Sturdevant asked that the board approve and adopt the rate study that was completed by Bartel Wells Associates to set the rates for the next 5 years once the Proposition 218 hearings have been held by the member entities.

A motion was made by Commissioner Koch to approve and adopt the Sewer Rate Study completed by Bartel Wells Associates. The motion was seconded by Commissioner Salvucci, and passed by the following vote: Pittman – Yes, Taggart – Yes, Mastelotto – Yes.

9. Closed Session ❖

The Commissioners adjourned to closed session at 5:07 pm. The closed session reconvened to open session at 5:13 pm. Ryan Jones from Jones Mayer reported that the board unanimously voted to deny a claim against SC-OR relating to the K&M lawsuit. The motion to deny the claim was made by Commissioner Pittman and seconded by Commissioner Taggart, and the vote was passed by a unanimous vote.

10. Attorney's Report ❖

Attorney Jones had nothing more to report than what was discussed in closed session.

11. Manager's Report ❖

Manager Sturdevant reported that we had a violation of our total coliform; our limit is 23 and we had a 49. He reported this violation to our state water regulator, and fortunately there will be no fine due to the fact that we rarely violate, and this occurred during severe storm conditions. We do have a plan to prevent this during future storms. Commissioner Koch said that in the past the regulator would allow an entity to pull additional samples and use the median reading. That is not an option anymore. He said it is better to report the violation and move on to the mitigation plan to prevent it from happening again.

Everything has been installed and tested for the new influent pump station, and it is fully operational. We are waiting on Tesco to come and sign off on it; they have given us a date of April 15th to do that. We are trying to put pressure on them to move that date up. Gateway has told us that we can run the new pump station in an emergency situation, but we really don't want to do that and risk voiding the warranties on the VFD's because Tesco hasn't signed off on them.

NorthStar Engineering has completed the surveying, property description and parcel map for the property of the new Ruddy Creek Pump Station. It has been submitted to the county, and we are awaiting their adoption of that.

We have been given a draft copy of the sub-recipient agreement, which is now in Attorney Jones' hands. He will write comments and return to the County so they can adjust the contract. We should have it for approval at the March board meeting, and once it is approved by the Commissioner it will then go to the County Supervisors for approval in April.

Commissioner Salvucci asked whether the flow meters were functioning. Manager Sturdevant said that the LOAPUD flow meter is working fine; there is no meter for the city and the meter for TWSD is not working. We have been looking into changing the flowmeters with Emerson Rosemount meters, but ABB sent a representative here to try to change our minds, and will attempt to make everything right. Staff will gather information for changing vs. staying with ABB and let the Commissioners make that decision.

12. Visitor Comments ❖

None

13. Commissioner and Staff Comments ❖

Commissioner Pittman said there are more apartments coming into the city. Commissioner Thomson said he and Manager Sturdevant discussed options to offset power costs. He said that Manager Sturdevant had mentioned the hydro plant, which SC-OR is still moving forward on, along with putting solar at the new RCPS, and any other ideas we can come up with.

14. Adjournment ❖

There being no further business, the meeting was adjourned at 5:31 p.m. to the regular meeting scheduled for March 26, 2024 at 5:00 p.m.

Respectfully submitted,



GLEN E. STURDEVANT, CLERK

Environmental Compliance Report

To the SC-OR Commissioners and Staff from Kendra Morgan

March 26, 2024

INDUSTRIAL PRETREATMENT PROGRAM

INSPECTIONS

The dischargers submitted their monthly flow reports for February 2024. All dischargers and lines appear to be in compliance with their permits.

ENFORCEMENT

There are no enforcement items to report.

ACTIVITIES

I have received the final approved on-site assessment report from ELAP, and we passed with a few minor edits that need to be implemented into the laboratory, such as making sure that logos are on all of our worksheets, using the correct class of glassware, etc.

All other operations continued as normal in the laboratory and environmental areas.

Sewerage Commission - Oroville Region

Monthly Flows Report - Feb-24

Name of Agency	Total Monthly Flow (MG)	Average Daily Flow (MG)	Total Peak Flow (MG)	Date of Peak Flow
SC-OR Plant Total	132.017	4.552	18.60	2/19/2024
Lake Oroville Area P.U.D.	40.791	1.407	4.50	2/4/2024
Thermalito Water and Sewer	/	/	/	/
City of Oroville	/	/	/	/

Septage Pumps 0.0928 Million Gallons/Month

Monthly Rainfall 4.56 Total Inches/Month