

**MINUTES OF THE
BOARD OF COMMISSIONERS MEETING
ROBERTS CREEK WATER DISTRICT
September 13, 2018**

President Tracey Parker called the meeting to order at 5:59 pm. Present were Commissioners Tom Fullbright and Carolyn White. Also present were Office Manager David Campos, Superintendent Alan Paulson, and employee Dan Radford. Commissioners Phil Bigler and Steve Lusch were absent.

Commissioner White made a motion to approve the following leak adjustment request for Larry Saccato:

LEAK ADJUSTMENT REQUEST

Larry Saccato 275 Grant Smith Rd 1405-000

	<u>Gallons</u>	<u>Billing</u>	<u>ADJUSTMENT</u>
July-Aug 2018	127,400	\$ 407.95	$\$407.95 - 118.95 = \$289.00 / 2 =$ \$ 144.50 credit \$100 Cap
July-Aug 2017	30,800	\$ 118.95	

Commissioner Fullbright Seconded the motion and approval was unanimous.

Commissioner White made a motion to combine and approve the August Minutes, Financial Statements and August/September Accounts Payable. Commissioner Fullbright seconded the motion. Approval was unanimous.

Office Manager David Campos gave his monthly report. Winston Roofing originally stated that they were scheduling 1.5 to 2 months out, but they had a last-minute opening, so David gave them the green light to replace the roof. The roofers finished in less than two days. David is pleased with the job Winston Roofing did.

A couple vendors have visited the District for potential surveillance systems quotes. David stated that we will also look into installing trail cameras at the water tank sites since internet service is not available at the tank sites.

As a follow-up to Commissioner Bigler's question regarding the District's PCI compliance, David has a call in to BMS technologies, but is waiting to hear back from them.

David has received another quote from Continental Utility Solutions, Inc. for their UMS utility billing software. David liked what he saw from the demo, especially the customer

communications options they offer. David has also learned recently that Caselle is approximately 9-12 months out for implementation, should we choose Caselle's program.

David informed the Board that the flags for the office are getting old, and asked for the Board's input on a permanent flagpole. Discussion followed. The Board advised David that they support installing a flagpole. As long the pole is within budget and under his authorized spending limit, David does not need further approval from the Board.

Superintendent Alan Paulson gave his report. A control valve on the backwash system is having issues. The lid on the valve is very heavy and accessing the valve is very difficult. The valve will be repaired for now, but Alan would like to add another valve in another location. The new valve can be budgeted for in the next year.

A power supply went out on the MIOX system. We were able to replace it as we had a spare power supply. However, they manufacturer does not produce the power supply anymore. We are able to order one from China, at a cost of \$3,000, and send it to MIOX for them to program it, but there is no guarantee that it will work. The other option is to eventually replace the whole power unit, which will cost approximately \$11,000. The current power supply should last a few years.

The property west of the service road leading up to the Speedway tank has been sold. The owners would like to put a road in a stub up for water services. They will likely be coming in for water availability soon.

A property owner on Tipton Road is planning to put in a 400-unit storage unit facility. The property is in our District, but water service to the facility would depend on what the Fire Marshall requires of the owner. The owner will also likely come in for water availability.

Commissioner Fullbright made a motion to adjourn. Commissioner White seconded the motion and approval was unanimous. President Parker adjourned the meeting at 6:29 pm.



Commissioner
Roberts Creek Water District



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