

Minutes

Sacramento Suburban Water District
Regular Board Meeting
Monday, October 17, 2022

Location:

3701 Marconi Avenue, Suite 100, Sacramento, CA 95821, Audio Conference at 1-669-900-6833,
and Video Conference using Zoom at Meeting Id #830 5075 3416

Call to Order

President Locke called the meeting to order at 6:00 p.m.

Pledge of Allegiance

President Locke led the Pledge of Allegiance.

Roll Call

Directors Present: Jay Boatwright, Dave Jones, Craig Locke, and Robert Wichert.

Directors Absent: Kevin Thomas.

Staff Present: General Manager Dan York, Assistant General Manager Matt Underwood, Heather Hernandez-Fort, Jeff Ott, Dana Dean, Todd Artrip, Hannah Dunrud, Julie Nemitz, and Susan Schinnerer.

Public Present: William Eubanks, Jennifer Harris, Ted Costa, and Paul Helliker.

Announcements

None.

Public Comment

None.

Consent Items

1. **AB 361 Findings to Continue Permitting Director Remote Participation in Board Meetings**
2. **Minutes of the September 19, 2022, Regular Board Meeting**
3. **Minutes of the September 26, 2022, Special Board Meeting**
4. **Minutes of the October 5, 2022, Special Board Workshop**
5. **Treasurer's Report**

6. **Policy Review – Procurement Policy (PL – Fin 005)**
7. **Policy Review – Driver Record and Insurance Review Policy (PL – HR 006)**
8. **Policy Review – Lease and Subscription-Based Information Technology Arrangements Accounting Policy (PL – Fin 015)**
9. **Resolution No. 22-12 Honoring Robert J. Swartz, PG, CHG, On His Retirement**
10. **2022 Audit Engagement Letter and Task Order 3**

President Locke requested to pull Item 6 for discussion, then he moved to approve Items 1-10, excluding Item 6. Director Wichert seconded. The motion passed by unanimous vote.

AYES:	Boatwright, Jones, Locke, and Wichert.	ABSTAINED:	
NOES:		RECUSED:	
ABSENT:	Thomas.		

Regarding Item 6, President Locke asked several clarifying questions which staff answered.

President Locke moved to approve Item 6, Director Wichert seconded.

AYES:	Boatwright, Jones, Locke, and Wichert.	ABSTAINED:	
NOES:		RECUSED:	
ABSENT:	Thomas.		

Items for Discussion and/or Action

11. **Calendar Year 2023 Budget**

Jeff Ott (Mr. Ott) presented the staff report and answered clarifying questions.

Discussion ensued over the COLA and Merit implementation.

Director Wichert reiterated that he was not in favor of including the RWA dues in next year's budget, and expressed he felt the CIP budget should be capped at the amount that was presented in the rate study.

Director Jones moved to approve the staff recommendation, Director Boatwright seconded. The motion passed by unanimous vote.

AYES:	Boatwright, Jones, Locke, and Wichert.	ABSTAINED:	
NOES:		RECUSED:	
ABSENT:	Thomas.		

12. **Heat Response by District**

Hannah Dunrud presented the staff report and PowerPoint presentation.

Director Wichert recommended staff look into batteries in addition to generators for backup power.

Director Boatwright recommended looking into solar power as a backup.

William Eubanks (Mr. Eubanks) asked clarifying questions.

Jennifer Harris (Ms. Harris) commended the District for having a diversity of power and suggested this information be provided to customers in a monthly bill insert.

General Manager Dan York (GM York) commended staff for their great efforts.

13. **Committee and Liaison Appointments**

President Locke presented the staff report and appointed Director Wichert to be the RWA representative in place of Director Jones, who expressed he was no longer available to be the representative.

General Manager's Report

14. **General Manager's Report**

GM York presented the staff report.

- a. *Collaboration Efforts in North Service Area*
GM York presented the staff report.

Mr. Eubanks asked clarifying questions.

Department/Staff Reports

15. **Financial Report**

Mr. Ott presented the staff report.

- a. *Financial Highlights*
A written report was provided.
- b. *Financial Statements*
A written report was provided.
- c. *Budgets*
A written report was provided.

16. **District Activity Report**

Todd Artrip (Mr. Artrip) presented the staff report.

Ms. Harris inquired about having fire hydrants painted in her neighborhood.

Mr. Artrip expressed staff paints fire hydrants throughout the District as necessary.

17. Engineering Report

Dana Dean (Mr. Dean) presented the staff report.

a. Major Capital Improvement Program Projects

A written report was provided.

b. Active Wells

A written report was provided.

c. Planning Documents

A written report was provided.

d. Other Projects

A written report was provided.

Director Wichert asked clarifying questions.

Mr. Eubanks inquired if staff would have a schedule of wells that Kirby's would be working on.

Assistant General Manager Matt Underwood (AGM Underwood) expressed that staff would be providing an update to the Board regularly on Kirby's projects.

President Locke requested a map showing where each well is.

AGM Underwood expressed staff could provide that offline, as for security reasons that was not a public document.

Information Items

18. Regional Water Authority Membership

GM York presented the staff report and answered clarifying questions. He expressed he planned on bringing back a more thorough report, including impact and benefits, at the next Regular Board Meeting.

19. 2021 Water Loss Audit

AGM Underwood presented the staff report.

20. Water Conservation Legislation Update

AGM Underwood presented the staff report.

21. **Mount Auburn Court Water Main Leak**
Mr. Artrip presented the staff report.
22. **Well Pump Efficiency Testing Annual Report**
Mr. Artrip presented the staff report.
23. **Water System Sanitary and Compliance Inspection**
AGM Underwood presented the staff report.

Director Wichert requested to see the findings in the response letter.

24. **Environmental Review for Watt Avenue Main Extension Project**
Mr. Dean presented the staff report.
25. **Upcoming Water Industry Events**
A written report was provided.
26. **Upcoming Policy Review**
A written report was provided.
 - a. Employment Rules and Procedures Policy (PL - HR 001)
 - b. Ethics Policy (PL – BOD 004)

Director’s Reports (Per AB 1234, Directors will report on their meeting activities)

27. a. Regional Water Authority (Director Jones)
The agenda for the September 29, 2022 meeting was provided.

Regional Water Authority Executive Committee (General Manager York)
The agenda for the September 28, 2022 meeting was provided.
- b. Sacramento Groundwater Authority (Director Wichert)
The agenda for the October 13, 2022 meeting was provided.
- c. Director Reports – AB 1234

Committee Reports

28. a. DPMWD/SSWD 2x2 Committee Meeting (Director Wichert)
The Draft Minutes from the September 20, 2022 meeting were provided.
- b. Audit Committee Meeting (Director Thomas)
The Draft Minutes from the October 10, 2022 meeting were provided.

- c. DPMWD/SSWD 2x2 Committee Meeting – Facilities Tour (Director Wichert)
The Draft Minutes from the October 11, 2022 meeting were provided.

Director’s Comments/Staff Statements and Requests

Director Wichert requested to send out Rob Swartz’ presentation to all Directors.

Adjournment

President Locke adjourned the meeting at 7:27 p.m.

Dan York
General Manager/Secretary
Sacramento Suburban Water District