

# Minutes

Sacramento Suburban Water District  
**Facilities and Operations Committee**  
Tuesday, October 27, 2020

## Location:

Video and Audio Conference Only at 1-669-900-6833, or Zoom at Meeting Id #823 8225 6179

## Call to Order – Videoconference/Audioconference Meeting

Chair Jones called the meeting to order at 5:00 p.m.

## Roll Call

Directors Present: Dave Jones and Kathleen McPherson.

Directors Absent: None.

Staff Present: General Manager Dan York, Assistant General Manager Mike Huot, Amy Bullock, Matt Underwood, Dana Dean, James Arenz, and Doug Cater.

Public Present: Kevin Thomas and Bill Eubanks.

## Announcements

None.

## Public Comment

None.

## Consent Items

### 1. Minutes of the September 2, 2020, Facilities and Operations Committee Meeting

Chair Jones moved to approve Consent Item 1. The motion passed by unanimous vote.

AYES:	Jones.	ABSTAINED:	McPherson.
NOES:		RECUSED:	
ABSENT:			

## Items for Discussion and/or Action

### 2. Groundwater Well Asset Management Plan

Senior Project Manager, James Arenz (Mr. Arenz) and Production Superintendent, Doug Cater (Mr. Cater) presented the staff report and went through a PowerPoint presentation.

Director McPherson inquired if each one of the bars in the graph represents a different well.

Mr. Arenz stated that each one of the colors in the bars represents one of the parts on the listed graph on the right hand side of the slide. The graph demonstrates the component parts.

Director McPherson requested further clarification to verify that the chart shows the installation date of each object component for the 72 wells, further noting that it did not identify which wells those components were on, just when the parts were installed.

Mr. Arenz confirmed Director McPherson's statement.

Chair Jones inquired if the casing of the well was a component.

Mr. Arenz stated that the casing is a portion of the asset itself.

Chair Jones inquired where water quality fits into this performance measure.

Mr. Arenz stated that water quality does not fit into the performance measure; it actually uses the component parts of the well.

Assistant General Manager Mike Huot (AGM Huot) stated that Level of Service A is tied to water quality.

Chair Jones stated that right now the District's production crew goes out to the well sites and performs a visual inspection of everything they see and examines some of the components. Chair Jones inquired what will be different from today and putting our plan into action.

Mr. Arenz stated that part of the new plan will be how to conduct a full condition assessment throughout the well sites.

Mr. Cater added that this plan also looks at the manufacturer's recommendations on when certain parts should be replaced so that the District can be proactive in replacing parts before they fail.

Director McPherson inquired if the District has an inventory of what parts are at each well site.

Mr. Arenz stated that the District does have inventory of each part at each well site.

Chair Jones inquired how much training effort will Production Operators need to get this plan implemented.

Mr. Cater stated that Production Operators will need to keep the database up to date with their efforts.

Chair Jones inquired if the District has adequate staff to implement this plan.

Mr. Arenz stated that the Board just approved another Production Operator position.

Bill Eubanks (Mr. Eubanks) inquired how long will it take to populate the database and how does this differ from the run to fail approach that the District is taking with pipes.

Mr. Arenz stated that the implementation plan has a couple of different timelines, but it has a completion date of 2023.

Mr. Eubanks inquired how many staff members are dedicated to wells.

Mr. Cater stated that the District has seven Production Operators, two Foreman, one Superintendent, and one Electrical and Instrumental Technician.

AGM Huot stated that this is a tool for staff to make the District more efficient with the wells that we do maintain and the focus for staff to be inspecting the different components. He stated it also helps with capital outlay in the future, which will take the District a while to refine and reform the plan.

Mr. Eubanks inquired if the cost will be discussed in the presentation.

AGM Huot stated that the cost is not in this presentation.

Chair Jones inquired when this will be a useable plan for the District.

Mr. Arenz stated that the District has a schedule for the next steps and has a short term and long-term plan. A majority of this plan will be completed in 2021 with a target completion date of 2023.

Chair Jones stated that it would be helpful to have an executive summary with what the goals are of the plan.

Mr. Arenz stated that section one, the Introduction is in essence the Executive Summary.

Chair Jones requested to be noted that this tool is not a budgetary plan. These are asset management plans, not budget plans.

Director McPherson stated that she believes this plan will save the District in many ways so the District is proactive verses reactive, and finds this tool very valuable for the District.

General Manager Dan York (GM York) stated he wanted to commend staff on all the efforts that went into this plan.

Chair Jones commended staff's efforts as well, and stated he appreciated the detail that went into the report. He further recommended he would like staff to provide the plan to the full Board at least one week prior to the next regular Board meeting, should the item end up as a Consent Item.

Director McPherson agreed with Chair Jones and believes it is very important to have a tool like this and appreciates all the hard work staff and the consultants put into developing this plan. Director McPherson stated she would like the full Board to receive the plan and have at least a week or so to review it.

Director McPherson moved to take the item to the full Board as a Consent Item, with direction to provide the plan to all Board members one week prior to the regular Board meeting; Chair Jones seconded. The motion passed unanimously.

AYES:	Jones and McPherson.	ABSTAINED:	
NOES:		RECUSED:	
ABSENT:			

**Adjournment**

Chair Jones adjourned the meeting at 6:05 p.m.

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Dan York  
General Manager/Secretary  
Sacramento Suburban Water District