



P.O. Box 325 • Sierraville, CA 96126

Water Emergencies: 530-913-8032

Billing Questions: 530-414-1835

## SPUD BOARD MINUTES

**Board of Directors Regular Meeting: June 15, 2022, at the Sierraville School 6:00 PM**

**MEETING CALLED TO ORDER:** 6:05 PM

**DIRECTORS ROLL CALL:** Lee Wright (v); Tom McElroy (v); Tim Larson (v); Travis Spencer (v); Glenn Hawxhurst (v)

**Also in attendance:** District Counsel-Thomas Archer; District Engineer-Bill Quesnel

**CHANGES TO THE AGENDA:** None

**PUBLIC COMMENT:** None

**CORRESPONDENCE:** SDRMA Liability Insurance Annual renewal letter

**MINUTES:** Approval of May 2022 Regular meeting minutes and June 1, 2022 Special Meeting Annual Budget Review: A Motion was made by Director McElroy to approve, Director Larson 2<sup>nd</sup>; Motion was passed unanimously.

### **SPECIAL REPORTS:**

- **Water System Updates**
  - a. Water Operator's Monthly Report
  - b. Status Report: Booster Pump Station Replacement Project— Recommendation by District Engineer to award a Construction Contract for construction of the replacement booster pump station to Farr Construction Corporation dba Resource Development Company in the amount of \$1,110,400.00 and authorize the Board President to sign the Construction Agreement; and 1 approved Change Orders in an amount not-to exceed seven percent (7%) or \$80,600 for a total amount of \$1,191,000 due to unanticipated field conditions or changes to the project scope.
    1. The Project's current level of funding is \$627,660 through a grant from the SWRCB. The District applied for additional grant funding in the amount of \$498,750, again from the SWRCB, and has been assured by Plumas County the second amount will be formally approved in early 2023. The District also received a \$64,790 grant from Cal OES for the purchase and installation of a stationary emergency back-up generator and automatic transfer switch;
    2. To date, approximately \$121,782 has been spent for project management, design, permitting, bidding, and purchase of the generator & transfer switch;

*SPUD is an equal opportunity provider*

### **SPUD BOARD MEMBERS**

**Lee Wright | Tom McElroy | Tim Larson | Travis Spencer | Glenn Hawxhurst**  
[Sierravillepud.325@gmail.com](mailto:Sierravillepud.325@gmail.com)

3. The estimated cost to complete the project (including construction administration, SWRCB reporting, payment to PSREC and a seven percent construction contingency and closeout) is \$1,439,642 leaving a shortfall of approximately \$248,441. The Board directed that we continue to exhaust all avenues to secure additional funding to cover the projected deficit. A Motion was made by Director Spencer to authorize the Contract award as presented above based on District Engineer's recommendation; Director Larson 2<sup>nd</sup>; Motion passed unanimously.
- c. Status Report: RCAC Bridge Loan ongoing
- d. Discussion: New Billing Software, Statement formatting, Intuity Online Billing option.

**REVIEW OF FINANCIAL REPORTS AND FINANCES:**

- a. May 2022 Fund and Cash Reports, Director McElroy made a Motion to approve; Director Spencer 2<sup>nd</sup>; Motion was passed unanimously.
- b. Review A/P, Director McElroy moved to approve May/June 2022 A/P to date; Director Hawxhurst 2<sup>nd</sup>; Motion passed unanimously.
- c. Discussion: Further review and discussion of 2022-23 Fiscal Year Budget.

**ADMINISTRATION:**

- a. Review: Rate Payer accounts
- a) Review Letter to engage PNP Auditor services for Fiscal Year 2021-2022. A Motion was made by Director McElroy to approve, Director Larson 2<sup>nd</sup>; Motion was passed unanimously.
- b) Bookkeeper Performance Evaluation and Contract Review. Board approved the monthly increase of \$120 per month, based on the 2021 Prop 218 Rate Study. Additionally, Board approved an increase to \$50 hourly rate for Grant Administration and Research.

**ADDITIONAL/NEW COMMITTEE ITEMS:**

- a. None

**ADJOURNMENT:** Meeting adjourned at 8:03 PM.

**Meeting was adjourned to the next regular meeting, Wednesday July 20, 2022, at 6:00 PM at the Sierraville Community School.**