

# MINUTES OF THE REGULAR MEETING OF THE SEWERAGE COMMISSION - OROVILLE REGION

(Held at the Commission office on April 24, 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, Taggart and Koch from the Thermalito Water and Sewer District. Staff present was Manager Glen Sturdevant and Plant Supervisor Mikah Salsi. Attorney Ryan Jones was in attendance via Zoom.

## 3. Salute to the Flag ❖

Vice-Chairman Pittman 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 March 26, 2024 ❖

Upon motion by Commissioner Koch to approve the minutes of the meeting, and second by Commissioner Salvucci, the minutes of the March 26, 2024 regular meeting were unanimously approved.

## 6. Employee Safety Meeting Minutes held on April 11, 2024 ❖

Upon motion by Chairman Taggart to approve the minutes of the meeting, and second by Commissioner Mastelotto, the minutes of the April 11, 2024 regular meeting were unanimously approved.

## 7. Authorization of Warrants ❖

Vice-Chair Pittman met with Manager Sturdevant and reviewed the warrants earlier, and having found everything to be in order made a motion for their approval. The motion was seconded by Chairman Taggart. Warrants 28890-28942 in the total amount of \$293,023.92, including employee paychecks Commissioner fees and electronic fund transfers, were unanimously approved and ordered paid.

## **8. Fiscal Reports ❖**

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

## **9. Adoption of Fiscal Year 2024/25 Annual Budget ❖**

Manager Sturdevant stated the draft budget was sent home with each Commissioner for review at the last month's meeting. He reported, at the recommendation of Commissioner Koch, that our Administrative Assistant is planning to retire within the next two years. He created a position of Office Manager for her to move into if the Commission approves, then will hire an assistant trainee in the future for her to train as her replacement. This new position is listed on Schedule G, and is in the overall wages in this budget.

Commissioner Koch asked if we would remove the new roof from the budget since it was approved to be done in the current fiscal year. Glen said he would remove the roof and the flow meters, if they are approved to be completed in the current fiscal year.

A motion was made by Commissioner Koch to approve the fiscal year budget for 2024/2025 as proposed, after the removal of the roof replacement and the FRPS flow meter purchase costs, if approved by the Commission to be completed in the current fiscal year. The motion was seconded by Commissioner Salvucci, and passed by the following vote: Pittman – Yes, Taggart – Yes, Mastelotto – Yes.

## **10. Contract Amendment for Coleman Engineering ❖**

Manager Sturdevant stated that as the Influent Pump Station Project drags on, the intended design of the pump station was not only to upgrade and modernize, but to be able to automatically divert flow to the back of the plant when incoming flow is more than we can treat. This feature does not work because it was potentially designed improperly. We brought this to the attention of the design engineers about a year and a half ago and told them it wouldn't work, but they convinced us it would. We still have the auxiliary pump station that we can use to divert water if the flows are too high, but that defeats the main intention of the new pump station. He believes the fix is easy by moving a valve and installing a flow meter that dictates how much the valve will open and close. The engineers need to figure out a plan, and have said they will make it right.

There is more construction management work for Coleman Engineering to be done, for which they have assured Manager Sturdevant will not exceed \$40,000. Vice-chair Pittman asked if the new pump station is tied into electronics and Wi-Fi, or if it is still analog? Manager Sturdevant said it is not tied in at this time, but will be. We have hired an IT person to tie it in to Wi-Fi, not so that operators can make adjustments from home, but so it can be monitored from home.

A motion was made by Vice-Chair Pittman to approve the amendment to the contract with Coleman Engineering for construction management engineering for an amount not to exceed \$40,000. The motion was seconded by Commissioner Koch, and passed by the following vote: Pittman – Yes, Taggart – Yes, Mastelotto – Yes.

## **11. Roofing Contract Approval ❖**

Manager Sturdevant said this item was brought to you last month, and a roofing contract with All Covered Roofing was approved. After approval, we found that the subcontractor they hired to do the gutters is not licensed to do gutter. We told All Covered Roofing that they were required to have a licensed subcontractor do the gutters. They found a licensed subcontractor, but the cost of the project will increase by \$14,390. All three proposals are back for consideration, but All Covered Roofing is still the lowest bidder, and we recommend approving their contract for an amount not to exceed \$154,000.

A motion was made by Commissioner Koch to approve a contract with All Covered Roofing for the main plant building roof replacement during the current fiscal year for an amount not to exceed \$154,000, which includes a 10% contingency. The motion was seconded by Vice-Chair Pittman, and passed by the following vote: Pittman – Yes, Taggart – Yes, Mastelotto – Yes.

## **12. Plan for Engineering Services During Phase I of the Plant Upgrade ❖**

Manager Sturdevant recommends that we hire the design engineers, Jacobs Engineering, for engineering services during construction (SDC) of the Phase I Plant Upgrade. The total projected cost of the phase 1 upgrade is about \$14,000,000. There are some added alternatives, i.e. septage receiving, channel improvements that, if the bid comes in too high, we can take out those added alternatives to get it down to where we can afford it. We are getting \$10,400,000 million from the HCG grant, approximately \$2,000,000 from the federal government coming through the office of Congressman LaMalfa, and SC-OR will have to pay the remainder of the costs. He thinks we should use SC-OR monies to pay for management services during construction so it won't have to be put out for an RFP. Our grant administrator, Lori Adams of Adams Ashby Group, said that this is legal. We can avoid any conflicts or finger-pointing if something goes wrong by hiring Jacobs to do the SDC. We need to determine this now so that if we don't go with Jacobs for the SDC, we need to include SDC services in the bid language and put it out for proposal. If you choose to go that recommended direction, we should have a proposal from Jacobs for engineering services during construction (SDC) for phase I of the upgrade project at next months meeting.

It was the consensus of the board to proceed with getting a proposal for SDC from Jacobs Engineering for phase I of the upgrade project.

## **13. Flow Meter at Feather River Pump Station (FRPS) ❖**

Manager Sturdevant reported that he would like to bring a proposal for an Emerson Rosemount flow meter to next months' meeting. We've been told it will be under \$20,000. Manager Koch said we should get on this as soon as possible because the FRPS has been without a flow meter for way too long.

It was the consensus of the board to get a proposal for an Emerson Rosemount flow meter for the FRPS and bring it to next months' meeting.

#### **14. Attorney's Report ❖**

Attorney Jones reported that he had nothing to add that hasn't already been discussed. There is no update to the K&M litigation.

#### **15. Manager's Report ❖**

Manager Sturdevant reported that he and plant supervisor Salsi were going to attend the Butte County Board of Supervisor's meeting on Monday, as our subrecipient agreement was supposed to be approved on the county level, but Supervisor Connelly couldn't make the meeting, so he asked that the item be postponed to the May meeting since he was instrumental in us getting that funding.

**JPA entities:** A JPA meeting was held at our plant on Monday April 22<sup>nd</sup>, with all of the JPA managers in attendance. Discussed was the new way we will have to calculate EDUs for multi-family units. He wanted their opinions on this policy before he sends it to our attorney for legal review. We received good input on the policy, and will be forwarding it to Attorney Jones soon.

Manager Sturdevant reported he will be having hernia surgery on Tuesday, April 30<sup>th</sup>, and will be out of the office for the rest of that week, so he will only be available by phone.

#### **16. Visitor Comments ❖**

None

#### **17. Commissioner and Staff Comments ❖**

Commissioner Mastelotto mentioned that at her office they have electrical outlets in the floor, and one caught fire due to dust in the outlet. They vacuumed out the outlets and installed baby prevention plugs to avoid this happening again. They were also told that you should never plug floor heaters into a power strip. She reported that the developer who built homes in the Ridge gated community has pulled 17 new permits, and has 65 more permits waiting to pull.

Vice-Chair Pittman said construction of market-rate apartments, which will be high end apartments, will begin soon on the bluff above the fish hatchery. He has been working with Sutter Butte Flood Control Agency out of Yuba City on inundation mapping for the area south of Oro Dam Blvd for a 200-year flood plan. A drainage study also needs to be done for this area.

**14. Adjournment ❖**

There being no further business, the meeting was adjourned at 5:49 p.m. to the regular meeting scheduled for May 28, 2024 at 5:00 p.m.

Respectfully submitted,



GLEN E. STURDEVANT, CLERK

Approved