

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

(Held at the Commission office on October 28, 2025 at 5:00 p.m.)

1. Call to Order ❖

Chairperson Mastelotto called the meeting to order at 5:00 p.m.

2. Roll Call ❖

Commissioners present were Mastelotto and Salvucci from the Lake Oroville Area Public Utility District, Pittman and Goodson from the City of Oroville, and Hatley from the Thermalito Water and Sewer District. Absent was Commissioner Clark from Thermalito Water and Sewer District. Staff present were Manager Glen Sturdevant and Plant Supervisor Mikah Salsi, along with Attorney Ryan Jones, who joined by Zoom.

3. Salute to the Flag ❖

Commissioner Goodson 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 September 23, 2025 ❖

Upon consensus, the minutes of the September 23, 2025 regular meeting were unanimously approved.

6. Employee Safety Meeting Minutes held on October 23, 2025 ❖

Upon consensus, the minutes of the October 23, 2025 safety meeting were unanimously approved.

7. Authorization of Warrants ❖

Commissioner 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 Chairperson Mastelotto. Warrants 30655-30721 in the total amount of \$1,458,590.61 from September 24 to October 28, 2025, including Commissioner fees and electronic fund transfers, were unanimously approved and ordered paid.

8. Fiscal Reports ❖

The fiscal reports for July-September 2025 are not yet available for review. Manager Sturdevant explained C.L.A. was hired a few months to conduct SC-OR's pre-audit, as approved by Board, but the process is taking longer than anticipated. As a result, the FY 2024-2025 audit has been rescheduled to November 2025. However, the September bank reconciliations were provided to the Board for review.

9. Closed Session ❖

The meeting adjourned to closed session at 5:03pm, and reconvened to open session at 5:21pm. Pursuant to Gov. Code 54957, the Board conducted a Public Employee Performance Evaluation for the SC-OR Manager. Attorney Jones stated the Board provided their general feedback and direction for the evaluation, and there was nothing further to report.

10. NPDES CEQA Exemption & Resolution 07-25 ❖

Manager Sturdevant explained NPDES stands for National Pollutant Discharge Elimination System, which pertains to SC-OR's permit, and CEQA stands for California Environmental Quality Act. He then invited Plant Supervisor Salsi to speak on the topic of the NPDES CEQA Exemption and Resolution 07-25. Plant Supervisor stated that both items are related to SC-OR's permit renewal application. He noted that this is the first time CEQA compliance has been required as part of the renewal process. Historically, SC-OR has received a five-year NPDES permit, which includes a section for CEQA compliance. However, during the previous two permit, the State of California did not require CEQA compliance. This year, the State is requiring SC-OR to adopt an environmental exemption as part of the renewal. If adopted, the NPDES CEQA Exemption and Resolution 07-25 will be processed through Butte County.

Upon consensus, the NPDES CEQA Exemption & Resolution 07-25 were unanimously adopted.

11. Consider Cost for Cabinetry ❖

Manager Sturdevant stated the Board previously approved \$11,700 to cover the cost for the purchase of the tables. An additional \$5,300 was approved by the Board to determine whether it would cover the cost of matching cabinetry and a bookshelf. However, the quote from Miller's Cabinets came in higher than anticipated. Manager Sturdevant referenced renderings of the proposed cabinetry and bookshelf, outlining the cost breakdowns. For the kitchen area cabinets only, the cost is estimated at \$5,571 (excludes bookshelf; refrigerator remains in current location). For the kitchen area cabinets plus bookshelf, the cost is estimated at \$9,126.99 (refrigerator remains in current location). For the kitchen area cabinets, bookshelf, and hallway cabinetry, the cost is estimated at \$11,178.23 (refrigerator remains in current location). SC-OR will be responsible for removing the old cabinets and preparing the space for installation. The quote does not include countertops, sink, plumbing, or appliance reinstallation. These additional items are estimated to cost: countertop and sink at \$1,500-\$1,800 with a total estimated

additional costs of approximately \$5,000. Manager Sturdevant noted that relocating the refrigerator to the opposite wall would improve the layout and aesthetics. Renderings were provided for this option, with updated quotes. For the kitchen area cabinets only (with refrigerator moved) the cost is estimated at \$8,924. For the kitchen area cabinets (with refrigerator moved) plus bookshelf the cost is estimated at \$12,500. For the kitchen area cabinets (with refrigerator moved), bookshelf, and hallway cabinetry the cost is estimated at \$14,541. Commissioner Goodson and Chairperson Mastelotto inquired about the status of the tables and Manager Sturdevant responded that the Board will be seated at the new cherry table during the next meeting. Manager Sturdevant obtained quotes exclusively from Miller's Cabinets versus other cabinet makers due to a concern about matching the cabinetry color with the new tables. Chairperson Mastelotto asked about the option of staining the existing cabinets or replacing the cabinet doors and Commissioner Pittman noted that could be costly. Commissioner Pittman expressed interest in the cabinet design that includes relocating the refrigerator and inquired about the feasibility of purchasing pre-made shelves. Manager Sturdevant responded that pre-made shelves would cost approximately \$3,500-\$3,600. Chairperson Mastelotto inquired about the total cost for the kitchen area and bookcases. Manager Sturdevant confirmed the quote was \$12,514, with an additional \$2,500 estimated for the sink and countertop, bringing the total not to exceed \$15,000.

A motion was made by Commissioner Salvucci to approve the kitchen cabinetry replacement for a not to exceed \$15,000. The motion was seconded by Commissioner Goodson, and passed the following vote: Hatley – Yes, Mastelotto – Yes, Pittman – Yes.

12. SC-OR Policy 2600 (Health and Welfare Benefits) ❖

Manager Sturdevant provided an overview of SC-OR's existing Policy 2600 (Health and Welfare Benefits), which allows retirees to convert up to 50% of their accumulated sick leave into a monetary amount. This amount can then be used to pay for monthly medical insurance premiums until the funds are exhausted. The policy does not incur any cost to SC-OR and offers retirees a supplemental benefit that can be applied toward SC-OR's medical insurance or Medicare. This update was prompted by Lauri Pittman's retirement and is intended to provide employees with additional options.

A motion was made by Commissioner Pittman amend amending SC-OR's Policy 2600 (Health and Welfare Benefits). The motion was seconded by Vice-Chairman Hatley, and was unanimously approved.

13. Manhole repair contract with Duke Sherwood Contracting ❖

Manager Sturdevant reached out to multiple contractors about the repair of three (3) SC-OR manholes that were discovered to have leaks. Only Duke Sherwood Contracting showed any interest. These manholes are downstream from the newly replaced East Interceptor and it is Manager Sturdevant's goal to get them repaired as the first part of an annual manhole rehab program starting at the plant and moving out into SC-OR's system. Manager Sturdevant noted the importance of SC-OR shoring up its system before going after the individual entities over theirs. Commissioner Goodson asked why the project was not put out to a formal bid process. Manager Sturdevant responded that SC-OR has

the designation of an irrigation district, which eliminates some of the bid requirements. With that said, it is SC-OR's precedent to gather three (3) quotes for the Board to choose from and to try to ensure the best price. In this case, he could not find two (2) other local contractors interested in the job. In the future, he will continue to try to bring multiple quotes for the Board to choose from, as is the precedent of SC-OR.

A motion was made by Commissioner Pittman to approve the manhole repair contract with Duke Sherwood Contracting. The motion was seconded by Commissioner Goodson, and passed the following vote: Hatley – Yes, Mastelotto – Yes, Pittman – Yes

14. Attorney's Report (All items may be subject to Board action) ❖

Attorney Jones stated he did not have anything of significance to report.

15. Manager's Report (All items may be subject to Board action) ❖

Manager Sturdevant reported on the following:

SC-OR had no operational issues to report this month. The application for SC-OR's NPDES renewal has been submitted. On October 5, 2025, Manager Sturdevant attend a three-day governance training through the Special Districts Leadership Academy. The class included only three managers; the remaining participants were board members. He offered to include information about future training opportunities in upcoming manager reports for any interested board members. The solar project is progressing, and new fencing has been installed around the solar field. Rudy Creek Pump Station project was released for bidding last Friday and will remain open for a five-week bid period. An update will be provided to the Board as the process continues. Manager Sturdevant met with Butte County Supervisor Connelly to request additional funding for SC-OR's project, but unfortunately the response was not favorable. He noted that he will continue to follow up and make periodic requests.

SC-OR JPA Entity Meetings:

T.W.S.D.: A JPA meeting was held to review the outcomes of the multifamily unit recounts conducted a year ago. The process went well, with L.O.A.P.U.D.'s experience prompting SC-OR to follow up on these efforts.

District Engineer Chris Heindel is currently working on the project to connect Golden Feather Mobile Home Park. An inspection is scheduled for November 19, 2025 to access the bridge and evaluate the condition of the existing line. The findings will be used to prepare a report that could support a request for state assistance—either to upgrade to a larger line or to install a secondary line.

City of Oroville: A JPA meeting was held to review the outcomes of the multifamily unit recounts conducted a year ago. There were no additional updates or items to report on.

L.O.A.P.U.D: A JPA meeting was held to review the outcomes of the multifamily unit recounts conducted a year ago. There were no additional updates or items to report on.

16. Visitor's Comments ❖

None.

17. Commissioner and Staff Comments ❖

Commissioner Pittman commented on Bridge Street/Mitchell, noting that he observed the placement of riprap loads being used to reinforce the roadway and prevent the adjacent ditch from collapsing. He also observed that road closure signs had been posted. Commissioner Pittman also commented on the status of public utilities, noting that updates are expected by end of December. Commissioner Goodson inquired about the approval timelines for biomass and solar with the City of Oroville. Commissioner Pittman responded that biomass is projected to be implemented in about 2-3 years, while solar is currently in process and expected to be approved within a year by the City Council, Oroville.

18. Adjournment ❖

There being no further business, the meeting was adjourned at 5:50 p.m. to the regular meeting scheduled for November 19, 2025 at 5:00 p.m.

Respectfully submitted,



GLEN E. STURDEVANT, CLERK