



# Auburn Valley Community Service

## District

P.O. Box 8138 Auburn, California 95604

**Dave Harden - General Manager**

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**District Engineer - Ali Holladay**

**aholladay@ben-en.com**

### **Board of Directors**

**Dale Kuehne   Gerald Sherburne   Byron Pipkin   Kaylene Hallberg   Richard Welker**

## Minutes

**BOARD OF DIRECTORS MEETING AND PUBLIC HEARING**

**Tuesday, September 27, 2022**

Meeting Held by Microsoft Teams and at 9965 Spyglass Circle, Auburn, CA 95602

Meeting called to order at 3:00 p.m.

Roll Call: Kaylene Hallberg was absent

Established a quorum.

Approval of the September 27, 2022 meeting agenda (4-0)

### **Reports:**

#### **Treasurer's Report - Dale Kuehne**

August 31, 2022 bank balances are:

Bond Account	\$226,626
O&M Account	\$120,883
Reserve Account	\$200,007

Receivables as of August 31, 2022 are \$17,468 for the community with a breakdown of \$17,427 for the O&M account and \$42 for the original community bond account.

All CSD bills are paid current.

Rich Welker will be the new AVCSD treasurer, as Dale Kuehne is resigning at the end of the month. Dale will assist Rich with the duties of the treasurer, bank card signatures and turning over the keys.

## **General Manager Report - Dave Harden (GM)**

### **Rate Study**

A contract was executed on August 23rd with the chosen consultant, Lechowicz & Tseng Municipal Consultants(L&T). L&T has sent a letter requesting documents from the District to the GM. Bennett Engineering (BENIEN) is in process of putting together the requested documents and setting up a kickoff meeting. BENIEN will be working with 49er Water Solutions and All Inclusive in development of the Capital Improvement Plan requested.

### **In Progress Items**

1. Rate Study Request for Documentation
2. District Code Research (on hold due to emergency responses)
3. Website Compliance
4. Ongoing Grant Research (always on the lookout)

### **New Board Member Study Session**

The GM is happy to provide a public study session to bring new board members up to speed on operations and maintenance of the District. The time to be determined once the new board members have had time to settle in.

### **District Engineer Report - Ali Holliday (DM)**

#### **Well #3 Refurbishment**

BENIEN attended a site visit with PG&E for the possible relocation of the AVCSD power pole on a private property within the District. The homeowner marked two location options for the relocation. Relocation options are under review by the homeowner. Once a location has been decided on, the GM will revise the draft Memorandum of Understanding / Temporary Construction Easement for Board approval along with an estimate cost incurred to the District.

## **Lift Station Failure Analysis**

A request for reimbursement was submitted to PG&E and it was rejected, stating that it was a Planned Power Shut Off and there was no negligence found on behalf of PG&E.

## **District Engineer To Do List**

The items listed below are known to be needed but are pending allocation of funds and development of scope. The following will be considered with the development of the Capital Improvement Program:

1. SCADA (supervisory control and data acquisition) System Upgrades
  - a. District Owned Laptop with SCADA login (no action)
2. Water system capacity and Meet Dailey Demand Study
3. Capital Improvement Plan (Water and Wastewater) - in progress
  - a. Valving, ARVs
  - b. Water meters replaced
4. New Well project (and funding)
5. Lead Service Line Mapping
6. Collect / create as-built files (CAD maps have been drafted)
7. Inflow & Infiltration Study

## **SCADA Improvements**

Due to the state of the drought and the age of the District's existing electrical and SCADA equipment, BENIEN recommends that a SCADA improvement project be prioritized. The existing SCADA is out of date with current industry standards, and replacement parts are no longer being manufactured. With Board approval, BENIEN will reach out to an Electrical Engineer to scope the effort. The previous Technical Director recommended that 49er Water Solutions provide a laptop to BENIEN to access the SCADA information. 49er Water Solutions informed the previous Technical Director that the laptop would not provide much data. BENIEN found that the existing SCADA software does not retain sufficient data, it does not generate historical data for each well or the tank. Only real time flow rates and totalizer numbers.

## **PRV Failure**

On September 12, a homeowner called 49er Water Solutions to report that they had no water. 49er Water Solutions responded that evening and worked late into the night. It was determined that the existing pressure reducing valve (PRV) had failed. 49er Water Solutions contracted with Triton Construction to have the PRV assembly fixed. The PRV has been fixed, but the homeowner is still having issues with water flow and pressure. 49er Water Solutions is still diagnosing the problem and believes a new water service pipe is needed. 49er Water Solutions will update BENIEN when they know more.

## **Well #2 Flow Meter**

49er Water Solutions has noticed low flow rates when logging into SCADA. It was determined that the flow meter at the well is not operational. 49er Water Solutions is working to find a replacement flow meter to install.

## **Well #4 Data Loggers**

Voltage data loggers were installed at Well #4 to log the voltage rates from the PG&E transformer. 49er Water Solutions has been downloading the data and plans to share it with BENIEN.

## **Water Conservation Efforts**

As the summer comes to an end there have not been any additional requests to conserve water. The District will continue to monitor water usage within the community and adjust irrigation schedules as needed.

## **Funding / Billing**

### **A. Grants/ Funding Opportunities**

1. Possible funding through EPA for Lead Service Lines – has not yet been released
2. Placer County Emergency Services was contacted for potential funding related to Well 4
3. Meter Replacement Grants (50% match) – Deadline ended, will prepare project for next funding cycle. BENIEN has an ongoing log of meters that are known to have issues.

### **B. 30 Day Notice to Terminate Service Letters**

1. WWT is looking into an online payment through QuickBooks. We recommend that all changes to the late payment process wait until a decision is made regarding online payment.
2. A District subcommittee is looking into payment via an online portal like the POA. BENIEN will assist if needed as directed by the Board.

## **Communications with Auburn Sierra Golf Club**

Andrew Duong has been contacted to provide information needed to complete the State Water Quality Ownership form. No response has been received. Jim Leidigh, has also reached out to Andrew Duong and did not received a response.

### **Task Order #03 - Well #4 Variable Frequency Device (VFD)**

The One Line diagram for Well #4, the electrical schematic for VFD installation and bill of materials has been completed as part of Task Order #03. It is recommended that the board take action to decide if they would like to put this out to public bid or have the VFD installed by 49er Water Solutions/Dave Larson.

### **President's Report**

Gerald Sherburne welcomed the new board members and thanked the board members that resigned for all they have done for AVCSD in the past years.

The new AVCSD Board will have a study session to bring the new board members up to speed on the operations and maintenance of the District.

**Vice President Report** - not applicable

**Technical Director Report** - not applicable

### **Delinquencies/Volunteer Committee - Gerald Sherburne**

A motion was made and approved for one late forgiveness fee. (4-0)

### **Consent Item**

The minutes were approved for the meeting held on August 9, 2022 (4-0)

### **Old Business**

#### **Turf Replacement Program**

There are not any incentive programs for a small district like AVCSD. There has been minimal input / requests from the community. The board decided to table any plans for turf replacement.

#### **Emergency Declaration**

#### **Resolution 2022-04 - Emergency Declaration**

Discussion was held regarding keeping Resolution 2022-04 that is in place. It was the census of the board to keep the Resolution 2022-04 in place. A copy of the Resolution can be found on the AVCSD website:

[auburnvalleycsd.specialdistrict.org](http://auburnvalleycsd.specialdistrict.org)

## **Regional Water Quality Control Board**

With there being no response from the owners of Auburn Valley Golf Club regarding signing Form 200, Dave Harden reached out to the RWQCB for any alternative ways of fulfilling the paperwork needed for the permit. AVCS D is in limbo right now of trying to get the permit updated.

## **Alternative Water Source Committee**

Dave Christensen and Donna Biles are looking into Well #1 as another possible water source. Joe Parisi is helping with the obtaining easement information.

## **New Business**

### **Variable Frequency Drive (VFD) Project**

The District decided to move forward with installation of the VFD by 49er Water Services.

## **Administration**

A motion was made, seconded and approved to continue having virtual and in person meetings until October 31, 2022. (4-0)

**Adjournment** - there being no further business before the board, the meeting was adjourned at 4:02 p.m.

Respectfully Submitted,  
Diane Peterson  
Recording Secretary

Next Meeting: October 25, 2022 at 3:00 p.m.

