

McKinney Water District El Dorado and Placer Counties

Board Meeting Minutes McKinney Water District Board of Directors Meeting September 25, 2020

The McKinney Water District Board Meeting was convened by Director Noack at 8:01 am. The meeting was held at 580 McKinney Rubicon Springs Rd. in McKinney Estates and teleconferenced for those unable to attend in person.

ROLL CALL:

Directors Present: J. Swartfager, V. Dangler, S. Cotner, M. Noack, K. Arcidiacono

Directors Absent: None

Others Present: K. Gunter, G. Payne

Approval of Minutes from the Previous Meeting

The minutes of the Regular adjourned meeting of the Board of Directors, held August 28, 2020 was approved on a motion by Director Cotner and seconded by Director Swartfager by a vote of 5 to 0.

OLD BUSINESS

A. Update – GIS mapping for electronic and paper copies of district map

Matt Van Dyne from Farr West Engineering has provided a Scope of Work and Service Agreement for the GIS Asset Mapping Database to provide electronic and paper maps. The total compensation for services is NTE \$5,380.00. The estimated completion date is January 2021.

B. Update - Appraiser for the Upcoming Audit

The District has found an Appraisal company – CBIZ Appraisal Services to perform an appraisal of the district. CBIZ has requested inventory data in order to provide the District with an accurate cost estimate of the appraisal. The District Agent is working with CBIZ to complete the inventory data.

NEW BUSINESS and MONTHLY REPORTS

A. Treasurer's Report

Financial Institution	Acct#	Date	Amount
El Dorado Savings	Checking	As of 9/23/20	\$20,828.66
El Dorado Savings	Savings	As of 9/23/20	\$147,597.15
Bank of the West	Checking	As of 8/31/20	\$5,101.00
Bank of the West	Savings	As of 8/31/20	\$244,179.42
US Bank	Savings	As of 8/31/20	\$226,585.91
Bank Totals			\$644,292.14
Total Bills/Charges			\$8,684.76
Bank Totals - Less B&C			\$635,607.38
Notes			
Rec'd Placer Co.	Included in checking Balance	Rec'd 9/22/20	\$83.72
Rec'd El Dorado Co.			
Uncashed Checks			

B. Bills, Charges and Transfers

Vendor Name	Description of Service	Total Due
District Agent, Graham Payne	August 2020 – Monthly Flat Fee Includes Phone and Meeting Attendance	\$1,110.00
Sec/Treas. K. Gunter	Services for September 2020	\$2,000.00
District Agent – G. Payne	Misc. Additional Work (included in Payroll)	\$400.00
Cranmer Engineering	No bill received this month	\$0.00
Liberty Energy "Old Well"	Acct# 88513447 -	\$16.41
Liberty Energy "New"	Acct# 88549765	\$593.13
AT&T Security Phone	Ph 530-525-1120 162	\$102.16
AT&T Security Phone	Ph 530-525-1309 367	\$101.38
State and Fed. Taxes	August 2020 Payroll Taxes (paid by payroll Co.)	\$1167.14
Farr West Engineering	Background Research/Investigate Well Issues	\$2158.50
Verizon	Services for Sept. 2020 (Autopay) Pd. 9/22/20	\$45.48
Daniels, James	Overpayment of Water Charges – Paid 7/31/20 then collected in escrow 8/10/20	\$330.00
Karla Gunter	Mileage \$115.56 – No Teleconf. Bill Rec'd	\$115.56
Mickey Noack	Meeting Hosting Fee 9/25/20 (included in payroll)	\$45.00
Director Fees	Regular Meeting 9/25/2020 Swartfager, Cotner, Dangler, Noack, Arcidiacono	\$500.00
Total Bills and Charges		\$8,684.76

Bills/Charges & Transfer Approved This Meeting

On a motion of Director Swartfager and seconded by Director Dangler the bills and charges were approved by a vote of 5 to 0.

C. Water Sample Analysis “Cranmer Laboratory” September 2020

Coliform/Fecal testing per sample site plan came back negative. Samples were taken at the well shed in McKinney Estates.

D. District Agent G. Payne – “Monthly Report” September 2020

The Secy./Treas. presented the District Agent’s Monthly Report. August 2020 Production 2,322,851 Gallons. #2 Well Water – Level: Static 17.8 Dynamic 77.3 Five-minute recovery 31.2. Low for the month 14.8

For repairs, replacements and detailed activities see Addendum A – District Agent Monthly Report. For Additional Services Performed see Addendum B.

E. General Discussion

F. Adjournment

There being no further business to come before the Board, on a motion by Director Swartfager seconded by Director Arcidiacono the meeting was declared adjourned, at 8:14 am by a vote of 5 to 0. The next regularly scheduled meeting will be held on October 23, 2020 at 8:00 A.M. at the regular meeting place.

Jerry Swartfager
President

Karla Gunter
Secretary/Treasurer

Addendum A

Agent's Report

Date		9/15/2020	
Well #2 Meter Reading		1st	3,640,258
Gallons Produced			1,152,650
Booster #1		18546	
Booster #		17502	
Booster #			654
Power Meter Reading		Date	9/20/2020
		Well # 1	12030
		Date	9/15/2020
		Well # 2	67612
Water Samples			
Date	Location		
9/22/2020	Bac-T In Process		
9/1/2020	Other Lead & Copper samples taken and delivered to lab		
Work Performed			
Observations			
Date	Work Performed		
9/20/2020	Well # 1 Flushing/Inspection		
	All Alarms Tested via phone		
9/20/2020	Well # 2 Inspection		
	All Alarms Tested OK		
9/20/2020	Tank Inspection		
	Secure		
	All Alarms Tested		
	Water line location/USA		
9/1/2020	USA @ 749 Cascade Cir. For landscape work		
9/10/2020	USA @ 6433 McKinney Cr. Rd. - Test Pit digging		
9/11/2020	USA @ 533 Robin for Infiltration/BMP work		
9/13/2020	USA @ 6413 McKinney Cr. Rd. for Satalite pole install		
	Water Shut Off/On		
	Leaks Reported		
	Leaks Repaired		
	Valve Box Repaired		
8/30/2020	Hydrants Flushed		
	10, 11, 12		
	Associated Valves		
8/30/2020	Valves Exercised		
	123, 126, 99		
9/20/2020	Well # 2 Water level	17.8	Dynamic 77.3
	Low for month 14.8		5 min. recovery 31.2
9/20/2020	Generator Inspection/Test run	Genset ran.	
	Customer Complaints		
	DHS Projects		
	None		
	Other		
8/20/2020	Meeting with Farr West/Bruce MaKay Pump/Western Hydro regarding well pump return.		
9/8 & 9/20	Meeting with Farr West regarding GIS and Audit. Meet with Audit person.		

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Addendum B

TIME SHEET

TIME PERIOD 8/15/2020 – 9/15/2020

MCKINNEY WATER DISTRICT

District Office
103 Simmons Way
Folsom, CA 95630
916 806-0510

EMPLOYEE NAME: Graham Payne	TITLE: District Agent
Monthly Salary	\$1000.00
Meeting Attendance/Phone Allowance	\$110.00

DATE	HOURS	SERVICES PROVIDED
8/20/2020	2	MEETING WITH FARR WEST/BRUCE MAKAY PUMP AND WESTERN HYDRO REGARDING WELL PUMP ANALYSIS
9/1/2020	1	USA @ 749 MCKINNEY CR. RD. FOR LANDSCAPE WORK WITHIN YARD
9/8 & 9/2020	2	MEETING WITH FARR WEST ENGINEERING AND AUDITOR REGARDING AUDIT. MAKING OF ASSET SPREADSHEET
9/10/2020	1	USA @ 6433 MCKINNEY CR. RD. FOR DIGGING OF TEST PIT IN YARD
9/11/2020	1	USA @ 533 ROBIN FOR INFILTRATION/BMP WORK WITHIN YARD
9/13/2020	1	USA @ 6413 MCKINNEY CR. RD FOR SATELITE DISH POLE INSTALL WITHIN YARD
TOTAL HOURS	8	

EMPLOYEE SIGNATURE: <i>Graham Payne</i>	DATE: 9/19/2020
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