

McKinney Water District El Dorado and Placer Counties

Meeting Minutes McKinney Water District Board of Directors Meeting July 26, 2019

The McKinney Water District Board Meeting was convened by Director Swartfager at 8:00 am. The meeting was held at 580 McKinney Rubicon Spring Rd. in McKinney Estates and via teleconference.

ROLL CALL:

Directors Present: J. Swartfager, V. Dangler, A. Ballard, S. Cotner, M. Noack

Directors Absent: None

Others Present: K. Gunter, G. Payne, K. Arcidiacono

Approval of Minutes from the Previous Meeting

The minutes of the Regular adjourned meeting of the Board of Directors, held June 28, 2019 and the Special Meeting July 5, 2019 was approved on a motion by Director Swartfager and seconded by Director Ballard by a vote of 5 to 0.

OLD BUSINESS

A. Water Billing 2019-2020

The District has received \$66,676.00 in water billing thru July 22, 2019.

NEW BUSINESS and MONTHLY REPORTS

A. Treasurer's Report

Financial Institution	Acct#	Date	Amount
El Dorado Savings	Checking	As of 7/22/19	164,634.42
El Dorado Savings	Savings	As of 7/22/19	88,262.24
Bank of the West	Checking	As of 6/30/19	101.00
Bank of the West	Savings	As of 6/30/19	20,171.16
US Bank	Savings	As of 6/30/19	226,422.99
Bank Totals			499,591.81
Total Bills/Charges			6615.84
Bank Totals - Less B&C			\$492,975.97
Notes			
Rec'd Placer Co.			
Rec'd El Dorado Co.			
Uncashed Checks			

B. Bills and Charges

Vendor Name	Description of Service	Total Due
District Agent, Graham Payne	June 2019 – Monthly Flat Fee Inv#271	\$650.00
Sec/Treas. K. Gunter	July 2019	\$1,800.00
District Agent – G. Payne	Cell Phone Reimbursement, Meeting Attendance, #272 \$177.88 #273 Misc duties.\$800.00	\$977.88
Cranmer Engineering	GBG0293 7/3/19	\$40.00
Liberty Energy "Old Well"	Acct# 88513447 -	\$62.17
Liberty Energy "New"	Acct# 88549765	\$354.51
AT&T Security Phone	Ph 530-525-1120 162	\$85.12
AT&T Security Phone	Ph 530-525-1309 367	\$85.12
State and Fed. Taxes	June 2019 Payroll Taxes	\$662.20
Karen Chavet	Issue Refund for water bill (sold property)	\$303.28
Karla Gunter	Mileage	\$115.56
Mike Barryessa Excavating Inc	Dig and Expose valve – replace valve 6665 McKinney Creek Rd	\$535.00
Michelle Noack	Meeting Hosting Fee	\$45.00
Director Fees	Regular Meeting 7/26/19 Swartfager, Cotner, Dangler, Ballard, Noack. \$500.00 -- Special Meeting 7/5/19 Swartfager, Dangler, Ballard, Noack \$400.00	\$900.00
Total Bills and Charges		\$6615.84

Bills/Charges & Transfer Approved This Meeting

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

C. B&L Backflow Program. Progress for 2019

Linda from B&L Backflow has reported

- Total customers: 56.
- Completed Customers: 28 (50%)
- Scheduled Customers for 8/9/19: 14
- Customers no longer needing testing: 1
- Pending/Reschedules/Problems: 13

D. Review and Discuss Updating the MWD Bylaws

The Board has reviewed the MWD Bylaws dated 1961. Several items need to be updated as processes and procedures have changed over the years. After discussions a new document will be presented to the Board at the August 2019 Board Meeting.

E. Upgrade to Pump Protection

The proposal was signed and delivered to Sierra Controls and they will begin work next month. The District needs to set up a cellular data plan.

F. Discussion: Hiring New Engineering Firm

The District Agent will meet with Far West Engineering to discuss our needs. They will provide the district with their price schedule and references for review.

G. Water Sample Analysis “Cranmer Laboratory” July 2019

Coliform/Fecal testing per sample site plan came back negative. Samples were taken at 6710 Springs Ct. in McKinney Estates.

H. District Agent G. Payne – “Monthly Report” July 2019

The Secy./Treas. presented the District Agent’s Monthly Report. June 2019 Production 1,553,852 Gallons. #2 Well Water –For repairs, replacements and detailed activities see Addendum A – District Agent Monthly Report.

I. General Discussion

This will be Director Ballard’s last meeting as a Board Member. She has sold her property within the District. We very much appreciate her dedication and contributions to the District. She will be missed.

M. Adjournment

There being no further business to come before the Board, on a motion by Director Swartfager seconded by Director Ballard the meeting was declared adjourned, at 8:32 am by a vote of 5 to 0. The next regularly scheduled meeting will be held on August 23, 2019 at 8:00 A.M. at the regular meeting place.

Jerry Swartfager
President

Karla Gunter
Secretary/Treasurer

Addendum A

Agent's Report

Date	7/15/2019		
Well #2 Meter Reading	1st	5,283,018	15th 6,329,363
Gallons Produced	1,046,345		
Booster #1	17027	Booster #2	15845 Booster #3 634
Power Meter Reading	Date	7/15/2019	Well # 1 8037
	Date	7/15/2019	Well # 2 35489
Water Samples			
Date	Location		
7/4/2019	Bac-T 6710 Springs Ct.		
	Other		
Work Performed			
Observations			
Date	7/15/2019 Well # 1 Flushing/Inspection		
	All Alarms Tested via phone		
7/15/2019	Well # 2 Inspection		
	All Alarms Tested OK		
7/15/2019	Tank Inspection		
	Secure All Alarms Tested		
	Water line location/USA		
6/26/2019	901 McKinney - Liberty Utilities for Pole Replacement		
7/1/2019	6665 McKinney - Meter replacement		
	Water Shut Off/On		
6/28/2019	6411 - Shutoff/on for resident		
7/1/2019	6665 - Shutoff/on for resident		
	Leaks Reported		
	Leaks Repaired		
	Valve Box Repaired		
7/9/2019	6665 McKinney - valve replacement at property line		
	Hydrants Flushed Will Begin Flushing this Month		
7/6/2019	5a, 6, 12		
	Valves Exercised New valve installation		
7/1/2019	63, 66, 69		
6/20/2019	Well # 2 Water level	8.9	Dynamic
	Low for Montl	7.9	5 min. recovery
6/21/2019	Generator Inspection/Test run Genset ran.		
	Customer Complaints		
	DHS Projects None		
	Other		

rev. 1-12-11 tw

Addendum B

Graham Payne
P. O. Box 646
Tahoma, Ca. 96142
530-307-9032
WSPSGraham@gmail.com
Phone # 530-525-1023

Invoice

Invoice #: 271
Invoice Date: 7/15/2019
Due Date: 8/15/2019
Project:
P.O. Number:

Bill To:
McKinney Water District 103 Simmons Way Folsom, CA 95630 USA

Item #	Service Date	Description	Amount
1	7/1/2019	Monthly District Agent Fees - 6/1/2019 - 6/30/2019	650.00
Total			\$650.00

Balance Due

\$650.00

Please remit to above address.

Graham Payne
 P. O. Box 646
 Tahoma, Ca. 96142
 530-307-9032
 WSPSGraham@gmail.com
 Phone # 530-525-1023

Invoice

Date: 7/15/2019
 Invoice # 272

Bill To
McKinney Water District 103 Simmons Way Folsom, CA 95630 USA

P.O. No.	Terms	Project
	Net 30	

Item #	Date	Description	Hours	Amount
1	5/28/2019	Monthly Board Meeting		50.00
2	6/15/2019	Monthly Cell phone fees for District Agent		60.00
3	7/3/2019	15 Gallons Diesel for Backup Generator		67.88
Total				\$177.88
Please remit to above address.				
				Payments/Credits \$0.00
				Balance Due \$177.88

Graham Payne
P. O. Box 646
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530-307-9032
WSPSGraham@gmail.com
Phone # 530-525-1023

Invoice

Date: 7/15/2019

Invoice # 273

Bill To
McKinney Water District 103 Simmons Way Folsom, CA 95630 USA

P.O. No.	Terms	Project
	Net 30	

Item #	Date		Hours	Amount
1	6-17-19	Hourly Rate Main shutdown and installation of meter set at 563 Robin	4.0	\$200.00
2	6-26-19	Hourly Rate USA @ 901 McKinney for Liberty Utilities for Replacement of power pole below tank.	1.0	\$50.00
3	6-28-19	Hourly Rate Locate and shutoff/turnon of water service to 6411 Marla Ct for resident.	1.0	\$50.00
4	7-1-19	Hourly Rate Locate and shutoff of water service to 6665 McKinney Rubicon for residents. *Valve replace*	1.0	\$50.00
5	7-3-19	Hourly Rate Power shutdown for Liberty Utilities for Pole Replacement.	1.0	\$50.00
6	7-3-19	Hourly Rate Callout for Reverse Pump Rotation due to Liberty Utilities project from earlier in day	2.0	\$100.00
7	7-6-19	Hourly Rate Housekeeping around Well Sheds and Tank	2.0	\$100.00
8	7-9-19	Hourly Rate Mainline valve replacement at 6665 McKinney. Valve not working and turnon of residence	4.0	\$200.00
			Total	\$800.00

Please remit to above address.	Payments/Credits	
	Balance Due	\$800.00

Addendum C

By-Laws of McKinney Water District

ARTICLE I

Compensation of Officers

1. The compensation to be received by the Secretary, Tax Collectors, Treasurer and Assessor of the McKinney Water District shall be such sums as shall be fixed by resolution of the Board of Directors from time to time.
2. The compensation to be received by each Director shall be such sums as shall be fixed by resolution of the Board of Directors from time to time, up to a maximum of ten dollars (\$10) for each directors' meeting attended or for each day's service rendered as a Director by order of the Board, together with any expenses incident to the service except expenses incurred in traveling between his resident and the place at which directors' meetings are held.

Comment [K1]: Delete

ARTICLE II

General Elections

1. A general election shall be held within the McKinney Water District on the first Tuesday in November of each odd-numbered year commencing with the year 1963.
2. General elections shall be called by resolution of the Board of Directors adopted at least sixty (120) days prior to the date set for the elections, which resolution shall establish precincts and polling places. The resolution shall also list the offices to be filled, that nomination petitions signed by three or more voters may be filed with the Secretary not less than thirty-five (35) days before the date of the election and that, if on the thirty-fourth (34th) day prior to the date of elections, only one person has been nominated or no person has been nominated for any office, the board of directors may, in its discretion, request the Board of Supervisors of the principal county to appoint those nominated, or if none, any qualified person.

Comment [K2]: Changed to from March to November

Comment [K3]: Change from 60 to 120 days required by Placer County Elections Dept

Comment [K4]: Delete

Comment [K5]: Delete

Candidates must contact the Elections Department of the principal county within the designated time period to submit their candidate documentation whether it be a new candidate or a current owner filling the seat.

Comment [K6]: New

3. Certified copies of the resolution calling the election shall be posted in at least three (3) public places within the district no later than fifty (50) days prior to the election.

- 4. If an election is held, notice thereof showing the time, place and purpose thereof, must be given by publication once a week for at least two (2) weeks prior to the date of the election in a newspaper of general circulation published in each affected county.
- 5. At least ten (10) days before any district elections, the Board of Directors shall appoint a board of election for each precinct consisting of one inspector, one judge, two or more clerks and three alternates. The compensation for the member thereof shall be none or such sum as the Board of Directors may, from time to time establish.
- 6. General district elections shall be conducted within the district in the manner set forth in Article 1, Chapter 2 of Division 13 of the Water Code.

Comment [K7]: Delete

Comment [K8]: Delete

Comment [K9]: Delete

ARTICLE III

Special Elections

- 1. Special elections of the McKinney Water District shall be called and held at the times and in the place and manner as may from time to time be provided by Division 13 of the Water Code and the Resolutions and Orders of the Board of Directors
- 2. Notice of election showing the time, place and purpose thereof must be given by publication at least once a week for two (2) weeks prior to the date set for the election in the newspaper of general circulation published in each affected county.

ARTICLE IV

Manner of Voting

- 1. Each voter, as defined in Division 13 of the Water Code, shall have one vote for each dollar's worth of land to which he holds title. The next preceding assessment book of the district is conclusive evidence of ownership and of the value of the land so owned except that in the event that an assessment for a district shall not have been made and levied for the year in which the election is held, the last equalized assessment roll of each affected county shall be used in lieu of the assessment book of the district.

Comment [K10]: Delete

2. Every voter, or his legal representative, may vote in any district election either in person or by mail

Comment [K11]: Delete

Comment [K12]: Delete – by proxy

3. No appointment of a proxy shall be valid, accepted, or a vote allowed thereon at any district election unless it meets all of the following requirements.

- a) It is in writing;
- b) It is executed by the person or legal representative of the person who is entitled to the votes for which the proxy is given;
- c) It is acknowledges;
- d) It specifies the election at which it is to be used. An appointment of a proxy shall be used only at the election specified and is revocable at the pleasure of the person executing it at any time before the person appointed shall have cast a ballot representing the votes for which the appointment was given.

Comment [K13]: Delete

4. Before a legal representative may vote, he shall present to the board of election a certified copy of his authority which shall be kept and filed with the returns of the election. "Legal Representative" means an official of a corporation owning land or a guardian, executor or administrator of the estate of the holder of title to land who.

- a) Is appointed under the laws of this State;
- b) Is entitled to the possession of the estate's land;
- c) Is authorized by the appointing court to exercise the particular right, privilege, or immunity which he seeks to exercise.

ARTICLE V

Officers

1. Each Director shall be a holder of title to land
2. Each Officer takes office as soon as he qualifies and shall forfeit his office unless he records with the county recorder of each affected county a written acceptance of office within either of the following periods;
 - a) Ten (10) days after notice to him of his election or appointment;
 - b) Ten (10) days from the commencement of his term of office when no notice of election or appointment has been given.

3. Of the officers elected at the formation election, the Assessor, Tax Collector, Treasurer and the three Directors receiving the highest vote, hold office for four years, and the two Directors receiving the next highest vote hold office for two years.
4. At the general election of 1963, two Directors shall be elected for the full term of four years, and thereafter a general election shall be held every two years upon the expiration of the respective terms which, for each elective officer subsequent to those elected at the formation election is four years.
5. Each elective officer holds office until his successor is elected and qualified. If any office becomes vacant from any cause it shall be filled by appointment by the Board.
6. The Board shall elect a president from its member who shall serve until the reorganization of the Board at its first meeting following the next succeeding general election
7. The Board shall appoint the Secretary and such agents, officers and employees as may be required, and who shall serve at the pleasure of the Board. It shall further prescribe their duties and fix their salaries.
8. The Board, except as otherwise specifically provided by Division 13 of the Water Code, shall manage and conduct the business and affair of the District.

ARTICLE VI

District Office

1. The District office shall be at such location as the Board of Directors may from time to time establish by resolution. A certified copy of any resolution changing the location of the office shall be posed in three (3) public places within the District within three (3) weeks after its adoption

ARTICLE VII

Method of Repeal or Amendment of By-Laws

1. These by-laws may be repealed or amended or new by-laws adopted by the assent of two-thirds of the total vote of the District, given either in writing or by ballot cast at the District Election.
2. Amendments may also be had by a four-fifths vote of the Directors and the approval of the Board of Supervisors of the principal county of the District
3. Any repeal or amendment of, or addition to, three by-laws together with the written assent thereto or a memorandum of the election returns, shall be certified by a majority of the Directors and the Secretary and recorded with the county recorder of each affected county.

ARTICLE VIII

Violation of By-Laws

1. The penalty for a violation of these by-laws shall be an amount not to exceed in any one case two hundred dollars (\$200) for any one offense.

It is hereby certified that the foregoing constitutes a full, true and correct copy of the By-Laws of the McKinney Water District of the Counties of Placer and El Dorado, State of California, as approved by the Board of Supervisors of Placer County, being the principal County within which the District is located on October 24th, 1961, and adopted by resolution of its Board of Directors on October 31st, 1961.