

McKinney Water District El Dorado and Placer Counties

Board Meeting Packet

McKinney Water District Board of Directors Meeting February 26, 2021

The McKinney Water District Board Meeting was convened by Director Swartfager at 8:00 am. The meeting was held via teleconference, (855) 212-0212.
Meeting ID: 963-145-770#.

ROLL CALL:

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

Directors Absent:

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 January 22, 2021 was approved on a motion by Director Swartfager and seconded by Director Arcidiacono by a vote of 5 to 0.

OLD BUSINESS

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

The GIS map has been finalized. Copies have been provided to the Board.

B. Update – Autopsy of the well pump.

The District Agent has contacted the vendor and expects to receive the report within a few weeks. Once the report is received, it will be sent to Farr West Engineering for evaluation.

NEW BUSINESS and MONTHLY REPORTS

A. Treasurer's Report

Financial Institution	Acct#	Date	Amount
El Dorado Savings	Checking	As of 2/21/21	\$85,351.43
El Dorado Savings	Savings	As of 2/21/21	\$127,665.11
Bank of the West	Checking	As of 1/31/21	\$5,101.00
Bank of the West	Savings	As of 1/31/21	\$244,189.63
US Bank	Savings	As of 1/31/21	\$226,595.35
Bank Totals			\$688,902.52
Total Bills/Charges			\$6,549.88
Bank Totals - Less B&C			\$682,352.64
Notes			
Rec'd Placer Co.	Deposited in Checking	2/23/21	\$11.37
Rec'd El Dorado Co.			
Uncashed Checks			

B. Bills, Charges and Transfers

Vendor Name	Description of Service	Total Due
District Agent, Graham Payne	January 2020 – Monthly Flat Fee Includes Phone and Meeting Attendance	\$1,110.00
Sec/Treas. K. Gunter	Services for February 2021	\$2,000.00
District Agent – G. Payne	Misc. Additional Work (included in Payroll)	\$100.00
Cranmer Engineering	GDB0039	\$65.00
Liberty Energy "Old Well"	Acct# 88513447	\$140.92
Liberty Energy "New"	Acct# 88549765	\$491.66
AT&T Security Phone	Ph 530-525-1120 162	\$102.49
AT&T Security Phone	Ph 530-525-1309 367	\$103.70
State and Fed. Taxes	January 2021 Payroll Taxes (pd. by payroll Co.)	\$913.58
Farr West Engineering	Invoice #14909 Discuss client comments following draft runbook review; Incorporate comments into final runbook: produce and deliver final runbook to client	\$586.80
Clauss Excavation	Invoice #202840 Snow Removal 1/25, 1/27, 1/28 and 1/29/21	\$285.00
Verizon	Services for Jan. 2021 (Autopay)	\$45.54
Karla Gunter	Teleconference fee \$8.87. GoDaddy Domain Renewal \$36.34, GoDaddy Domain Protection \$59.98 (2 years)	\$105.19
	Meeting Hosting Fee 2/26/21 (included in payroll)	\$0.00
Director Fees	Regular Meeting 2/26/21 Swartfager, Cotner, Dangler, Noack, Arcidiacono	\$500.00
Total Bills and Charges		\$6,549.88

Bills/Charges & Transfer Approved This Meeting

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

C. Resolution to Transfer Funds to a Certificate of Deposit

The Board was presented with the following Certificate of Deposit options.

1. Bank of the West 13-month CD .01%
2. U.S. Bank 12-month CD .02%
3. El Dorado Savings Bank 12-month CD .25%

The Board authorized the Secretary/Treasurer to transfer \$100,000 into a Certificate of Deposit at the El Dorado Savings Bank. See Addendum C

D. Discussion – Cybersecurity of SCADA System

The District received an email from the CA State Water Resources Control Board on February 12th regarding a cyber-attack on a U.S. water treatment facility. The District Agent discussed this particular issue with the Board and how this might pertain to the District's SCADA system. The District Agent was in contact with our SCADA integrators and was assured that the district has superior fire wall protection and well as other protections in place.

E. Review of suggested By-Laws Updates

The Board will discuss changes to the By-Laws. The Board would like to find an attorney familiar with Special Districts and have the By-Laws reviewed before submitting to the Placer County Board of Supervisors.

F. Water Sample Analysis “Cranmer Laboratory” January 2021

Coliform/Fecal testing per sample site plan came back negative. Samples were taken at 590 McKinney Rubicon Springs Rd. in McKinney Estates.

G. District Agent G. Payne – “Monthly Report” January 2021

The Secy./Treas. presented the District Agent's Monthly Report. January, 2021
Production 1,139,738 Gallons. #2 Well Water – Level: Static 17.0 Dynamic 77.2
Five-minute recovery 28.6 Low for the month 15.1

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

H. General Discussion

The Board approved an update to the Consumer Confidence Report (CCR) announcement process. Going forward, the CCR Announcement will be included on the Annual Water bill instead of a separate mailing on March 1st every year.

I. Adjournment

There being no further business to come before the Board, on a motion by Director Swartfager seconded by Director Noack the meeting was declared adjourned, at 8:48 am by a vote of 5 to 0. The next regularly scheduled meeting will be held on Friday March 26, 2021 at 8:00 A.M. at the regular meeting place.

Jerry Swartfager
President

Karla Gunter
Secretary/Treasurer

Addendum A

Agent's Report

Date 2/15/2021	
Well #2 Meter Reading	1st 9,688,913 15th 10,310,411
Gallons Produced	621,498
Booster #1 19050	Booster #2 18040 Booster #3 660
Power Meter Reading	Date Well # 1
	Date 2/15/2021 Well # 2 OOPS will get it
Water Samples	
Date	Location
2/2/2021	Bac-T 590 McKinney Rubicon Springs Road
	Other
Work Performed	
Observations	
Date 2/15/2021	Well # 1 Flushing/Inspection To much snow All Alarms Tested via phone
2/15/2021	Well # 2 Inspection All Alarms Tested OK
2/15/2021	Tank Inspection Secure All Alarms Tested
2/12/2021	Water line location/USA 6460 Emerald Circle for Ground Rod Installation
	Water Shut Off/On
	Leaks Reported
	Leaks Repaired
	Valve Box Repaired
	Hydrants Flushed System Shutdown None - To much snow System Flush
	Valves Exercised New valve installation None - To much snow
2/15/2021	Well # 2 Water level 17.0 Dynamic 77.2 Low for month 15.1 5 min. recovery 28.6
2/15/2021	Generator Inspection/Test run Genset ran. Need to dig out again
	Customer Complaints
	DHS Projects None
	Other
2/12/2021	USA at 6460 Emerald Circle for the installation of ground rod.
2/12/2021	Phone assistance for Fire Sprinklers at 510 McKinney Rubicon Springs Rd.

rev. 1-12-11 tw

Addendum B

TIME SHEET

TIME PERIOD 1/15/2021 - 2/15/2021

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
2/12/2021	1	USA @ 6460 EMERALD CIRCLE
2/12/2021	1	PHONE INFORMATION ASSISTANCE TO CONTRACTOR @ 510 MCKINNEY RUBICON SPRINGS FOR RESIDENCE REBUILD AFTER FIRE.
TOTAL HOURS	2	

EMPLOYEE SIGNATURE:	DATE: 2/21/2021
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Addendum C

McKinney Water District El Dorado and Placer Counties

RESOLUTION No. 2021-1

RESOLUTION TO ESTABLISH A CERTIFICATE OF DEPOSIT WITH EL DORADO SAVING BANK

RESOLVED, by the Board of Directors of the McKinney Water District, Placer and El Dorado Counties, California, that:

WHEREAS, the Secretary/Treasurer, Karla Gunter, is authorized and directed to transfer One Hundred Thousand Dollars (\$100,000) into a Certificate of Deposit account on behalf of the McKinney Water District with El Dorado Savings Bank in the City of Folsom, CA. Which hereby is authorized to honor the deposits of the District, signed by Jerry Swartfager, Scott Cotner, Vincent Dangler, Michelle Noack, Kim Arcidiacono and/or Karla Gunter.

I hereby certify that the foregoing is a full, true and correct copy of a resolution duly adopted and passed by the Board of Directors of the McKinney Water District, Placer and El Dorado Counties, California, at a meeting thereof held on the 26th day of February 2021, by the following vote:

AYES, and in favor thereof, Directors: Swartfager, Dangler, Cotner, Noack, Arcidiacono

NOES, Directors: None

ABSENT, Directors:

APPROVED:



Jerry Swartfager
President



Karla Gunter
Secretary Treasurer

District Office: 103 Simmons Way Folsom, CA 95630 - (916) 987-7130 - karlagunter@yahoo.com
District Agent: 7072 Deer Avenue Tahoma, CA 96142 - (530) 525-5987 - dnlsnow@sbcglobal.net