

McKinney Water District El Dorado and Placer Counties

Board Meeting Minutes

McKinney Water District Board of Directors Meeting June 24, 2022

The McKinney Water District Board Meeting will be convened by Director Swartfager at 8:02 am. The meeting will be held at 6453 McKinney Creek Rd. and teleconference and video conference.

Teleconference (855) 212-0212. Meeting ID: 963-145-770#.

Video-conferencing at:

<https://us05web.zoom.us/j/84053023963?pwd=aDNxeFViSEVDdmRkdWhoa3hqRzhIUT09>

Meeting ID: 840 5302 3963 Passcode: 6gpxqR

ROLL CALL:

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

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 on May 27, 2022, were approved on a motion by Director Swartfager and seconded by Director Dangler by a vote of 5 to 0.

OLD BUSINESS

A. Update – Farr West Engineering

An order for the VFD equipment has been placed with Wedco in Reno. Equipment should be delivered in July. Farr West is 90% complete with the electrical design.

B. TCPUD – Mutual Water Aid Agreement – The agreement has been sent to the TCPUD legal team for update.

NEW BUSINESS and MONTHLY REPORTS

A. Treasurer's Report

Financial Institution	Acct#	Date	Amount
El Dorado Savings	Checking	5/31/22	\$202,797.27
El Dorado Savings	Savings - Interest recorded on the 23 rd of each month	5/22/22	\$103,065.92
Bank of the West	Checking	5/31/22	\$5,101.00
Bank of the West	Savings	5/31/22	\$194,220.14
Umpqua Bank	Savings Reported Qtrly	4/1/22	\$150,003.66
Umpqua Bank	CD	4/1/22	\$100,000.00
US Bank	Savings	5/31/22	\$176,599.24
Bank Totals			\$931,787.23
Total Bills/Charges			\$47,675.78
Bank Totals - Less B&C			\$884,111.45
Notes			
Rec'd Placer Co.			

B. Bills, Charges and Transfers

Vendor Name	Description of Service	Check #	Total Due
District Agent, Graham Payne	June 2022 – Monthly Flat Fee Includes Phone and Meeting Attendance	Payroll	\$1,110.00
Sec/Treas. K. Gunter	Services for 5/15/22 – 6/15/22	Payroll	\$2,000.00
District Agent – G. Payne	Misc. Additional Work (included in Payroll)	Payroll	\$400.00
Jerry Swartfager	Meeting Hosting Fee (included in payroll)	Payroll	\$45.00
Director Fees	Regular Meeting 6/24/22 Swartfager, Cotner, Dangler, Noack, Arcidiacono	Payroll	\$500.00
Karla Gunter	Mileage \$125.19, Teleconference \$6.21	10764	\$131.40
Farr West Eng.	Electrical Sys Upgrade – Elect. Design	10763	\$4839.75
Sierra Controls	Project - MWD Cloud SCADA upgrade	10766	\$4178.01
SDRMA	Liability Insurance	10767	\$6422.56
Wedco	VFD Hardware for Elect. Sys Update	10770	\$26,393.11
Cranmer Eng.	GEF0460	10769	\$70.00
AT&T Security	Ph 530-525-1120 162	10762	\$132.60
AT&T Security	Ph 530-525-1309 367		0.00
Liberty Energy	Old Well Acct# 88513447	10765	\$46.30
Liberty Energy	New Well Acct# 88549765	10765	\$439.11
State and Fed. Taxes	Payroll Taxes (pd.6/15/22 by payroll Co.)	Auto	\$992.46
Verizon	Services for May 2022 (Autopay 6/22/22)	Auto	\$45.48
Total Bills and Charges			\$47,675.78

Bills/Charges & Transfer Approved This Meeting

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

A. Resolution 2022-4 – Budget for FY 2022-2023

Resolution 2022-4 – The 2022-2023 Annual Budget was presented to the board for review and approval. See Addendum C.

On a motion by Director Swartfager seconded by Director Noack Resolution 2022-4, The 2022-2023 Annual Budget was approved/denied as amended by a vote of 5 to 0.

C. Water Bill Collection Total for 2022-2023 Billing Period

The district has received \$55,406.00 in water payments as of June 22, 2022

D. Digitize, Destroy Archived Documents

Back in 2013, documentation was collected from the storage facility and sorted and logged in preparation for digitizing and/or shredding. All those documents have been processed.

Since then, additional documentation has been accumulating. It is requested to shred archived copies of water bills for 1986, 1987, 1988, and 1992.

In a motion by Director Swartfager seconded by Director Cotner, the Board has approved/denied the shredding of copies of water bills from 1986-1988 and 1992 by a vote of 5 to 0.

E. New Requirements for Small Water Systems

The District was notified by the State Water Resources Control Board of new drought-related requirements, passed by the CA State Legislature in September 2021. The following are Drought Resilience Measures and the deadlines.

- Detect production well groundwater levels – January 1, 2023
- Mutual aid organization membership – January 1, 2023
- Continuous operation during power failures – January 1, 2024
- Backup source of water supply or a water system intertie – January 1, 2027
- Meter each service connection and monitor water loss – January 1, 2032
- Meet fire flow requirements – January 1, 2032
- Drought elements as part of emergency response or emergency notification plans.

F. District Agent G. Payne – Monthly Report and Water Analysis June 2022

The Secy./Treas. presented the District Agent's Monthly Report. May 2022 Production 823,844 Gallons.

Coliform/Fecal testing per sample site plan came back negative. Samples were taken at 901 McKinney Rubicon Rd. in McKinney Estates.

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

G. General Discussion

Sec/Treas. to send a district-wide text message reminder – Stage 2 Drought Response.

H. 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 8:32 am by a vote of 5 to 0. The next regularly scheduled meeting will be held on Friday, July 22, 2022, at 8:00 A.M. at the regular meeting place.

Jerry Swartfager
President

Karla Gunter
Secretary/Treasurer

Addendum A

Agent's Report

Date	6/15/2022
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Well #2 Meter Reading	1st	7,865,610	15th	8,643,062	
Gallons Produced	777,452				
Booster #1	20996	Booster #2	20115	VFD #3	677
Power Meter Reading	Date		Well # 1		
	Date	6/15/2022	Well # 2	15763	

Water Samples

Date	Location
6/7/2022	Bac-T 901 McKinney Rubicon Rd.
	Well # 1
	Well # 2
	Other

Work Performed

Observations

Date	Work Performed	Observations
6/13/2022	Well # 1 Flushing/Inspection	All alarms tested via SCADA
6/13/2022	Well # 2 Inspection	All alarms tested Yes
6/13/2022	Tank Inspection	Inaccessible All alarms tested via SCADA
5/17/2022	Water line location/USA	
5/31/2022	6420 McKinney Cascade Dr.	
6/6/2022	780 McKinney Cr. Rd.	
	6695 McKinney Cr. Rd.	
	Water Shut Off/On	
	Leaks Reported	
	Leaks Repaired	
	Valve Box Repaired	none
	Hydrants Flushed	none
5/15 - 6/15	North Tahoe Fire testing hydrants	
	Valves Exercised	none
	Bellevue, Springs, McKinney Ct.	
6/13/2022	Well # 2 Water level	Static 26.5 Dynamic 85.7 Static low for month 23.9
6/13/2022	Generator Inspection/Test run	ok
	Customer Complaints	none
	DHS Projects	none
	Other	
	6471 Marla Ct.- Still water filled valve box - Gonna try vacuum out this week.	
	730 McKinney Cr. Rd. - Main Valve won't shut off.	
	Other Projects	
6/14/2022	Status of SCADA from Sierra Controls - Ready to go. Waiting for VFD Project before Start	
6/14/2022	Status of VFD from Farr West - VFD speced and ordered. 90% drawings complete.	
5/17/2022	6420 McKinney Cascade Dr. - Paving Driveway	
5/31/2022	780 McKinney Cr. Rd. 0 Paving Driveway	
6/6/2022	6695 McKinney Cr. Rd. - Deck Install	

rev. 1-12-11 tw

Addendum B

TIME SHEET

 TIME PERIOD 5/15/2022 – 6/15/2022

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
5/17/2022	1	USA @ 6420 CASCADE DR. – DRIVEWAY PAVING
5/31/2022	1	USA @ 780 MCKINNEY CR. RD. – DRIVEWAY PAVING
6/6/2022	1	USA @ 6695 MCKINNEY CR. RD. – DECK INSTALL
6/10/2022	1	730 MCKINNEY CR. RD. – FIND MAIN LINE VALVE AND ATTEMPT SHUTOFF. VALVE KEEPS TURNING – NEEDS REPLACEMENT
6/14/2022	3	PHONE AND EMAIL CONVERSATIONS WITH FARR WEST ENGINEERING REGARDING NEW VFD INSTALL AT WELL SHED #2. CURRENTLY AT 90% AND ORDERED VFD.
6/14/2022	1	PHONE CONVERSATIONS WITH SIERRA CONTROLS REGARDING SCADA UPGRADE. CURRENTLY READY FOR INSTALL BUT GOING TO WAIT FOR VFD PROJECT TO REDUCE COSTS.
TOTAL HOURS	8	

EMPLOYEE SIGNATURE: <i>Graham Payne</i>	DATE: 6/20/2022
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Addendum C

McKinney Water District Budget
RESOLUTION 2022-4
EXHIBIT 'A'
FISCAL YEAR - 7/1/2022 Through 6/30/2023

Expenses	Estimated 22-23	Actual 21-22	Actual 20-21
	Expense	Expense	Expense
Employee Compensation			
Regular Monthly Meetings:			
5 Directors @ \$100.00 Ea. -- 500.00 X 12	\$6,000.00	\$5,700.00	\$5,700.00
Extra Monthly Meetings-(2)			
5 Directors @ \$100.00 Ea. -- 500.00 X 2	\$1,000.00	\$0.00	\$0.00
Sec/Treas. Compensation	\$24,000.00	\$24,000.00	\$24,000.00
Performed by District Agent "Servicing and minor repairs well pump station, Pressure-Sub Station/maint., Laterals, Hydrant, (Including Monthly Reports, Meter Reading and meeting attendance, and Cell Phone Reimbursement, Etc.) Monthly Rate \$1,110x12	\$13,320.00	\$13,320.00	\$13,320.00
Meeting Host	\$540.00	\$270.00	\$180.00
Total Employee Compensation	\$44,860.00	\$43,200.00	\$43,200.00
General and Administrative			
Office Supplies, Postage, Paper, Copies etc.	\$1,000.00	\$590.49	\$267.13
AT&T, Teleconf. Verizon SIM card, Text Alert Service	\$4,000.00	\$3,309.44	\$3,263.89
Website Management and Domain	\$1,000.00	\$694.00	\$696.32
Electric Power, (Liberty Utilities)	\$7,300.00	\$7,017.78	\$6,679.58
Water Purchased	\$1,000.00	\$0.00	\$1,130.40
Liability Insurance, Workers Comp. and bonding	\$7,700.00	\$7,354.71	\$7,015.51
Payroll Tax	\$4,000.00	\$3,430.11	\$3,951.35
Regulatory Fees and Permits	\$4,000.00	\$3,732.52	\$920.00
Professional Fee's Eng. Acct, Legal, Cross Connection	\$40,000.00	\$37,183.75	\$8,609.30
General Election Costs	\$1,000.00	\$0.00	\$0.00
Travel	\$765.00	\$359.02	\$346.68
Payroll and Bank Service Charges	\$150.00	\$142.25	\$98.00
Dues/Subscriptions	\$1,500.00	\$1,252.00	\$1,365.00
Total General and Administrative	\$73,415.00	\$65,066.07	\$34,343.16
Operation and Maintenance			
DA Source Maintenance	\$6,000.00	\$5,105.00	\$2,250.00
Engineering Prep for future line replacements	\$40,000.00	\$0.00	\$0.00
Construction Services - Repairs/Replacements/Servicing (Outside Services)	\$600,000.00	\$2,853.25	\$6,052.19
Water Testing - Lab fees	\$500.00	\$745.00	\$1,540.00
Pump Fuel	\$700.00	\$396.46	\$0.00
Outside Services - Snow Removal	\$900.00	\$830.00	\$880.00
Upgrade of Well Protection System	\$40,000.00	\$0.00	\$0.00
New Equipment	\$1,000.00	\$0.00	\$1,706.52
Misc. Materials and Parts	\$1,000.00	\$0.00	\$228.32
Roof, Gates, Fences, Signs, Permits Etc	\$500.00	\$0.00	\$0.00
Total Operation and Maintenance	\$690,600.00	\$9,929.71	\$12,657.03
Total Estimated Expenses	\$808,875.00	\$118,195.78	\$90,200.19

McKinney Water District Budget
RESOLUTION 2022-4
EXHIBIT 'A'
FISCAL YEAR - 7/1/2022 Through 6/30/2023

General Fund - Income	Actual 21-22	Actual 20-21	Actual 19-20
Cash on Hand as of 6/17/22			
Bank of the West Checking	\$5,101.00	\$5,101.00	\$5,101.00
Bank of the West Savings	\$194,220.14	\$244,197.65	\$15,176.91
El Dorado Savings Bank Checking	\$202,797.27	\$104,681.62	\$17,897.71
El Dorado Savings Bank Savings	\$103,065.92	\$152,691.97	\$338,499.65
El Dorado Savings Bank 12 month CD	\$0.00	\$100,050.69	\$0.00
US Bank Savings	\$176,599.24	\$226,602.78	\$226,576.28
Umpqua Bank Savings	\$150,003.66		
Umpqua CD	\$100,000.00		
Interest Income	\$354.45	\$234.75	\$402.51
	\$ 932,141.68	\$833,560.46	\$603,654.06
Water Services:			
Ordinance 2008-1 Customer & Standby billed 4 /1/22	\$75,620.00	\$75,482.00	\$75,782.00
Water service FY22-23 collected In advance Restricted Inspection Fee's	\$52,706.00	\$59,734.00	\$74,952.17
Water Service on/off and Connections	\$150.00		
Water Service Late Fees from previous year	\$430.00	\$810.00	
	\$76,050.00	\$76,292.00	\$75,782.00
Supplimental Standby - Ordinance 2008-2			
Section 35471-81 Water Code: Below amount to be levied on the respective property tax roll of each parcel within the boundary of McKinney Estates, and collections, as received to be remitted by:			
El Dorado County (58) X 80.00	\$4,640.00	\$4,640.00	\$4,640.00
Placer County (202) X 80.00	\$16,160.00	\$16,160.00	\$16,160.00
	\$ 20,800.00	\$ 20,800.00	\$ 20,800.00
Estimated Receipts this Budget Period			
Demand-Allocation:			
El Dorado County -	\$51,000.00	\$46,729.00	\$45,600.00
Placer County -	\$151,697.30	\$140,779.79	\$140,303.29
Less Supplimental Standby Charges	-\$20,800.00	-\$20,800.00	-\$20,800.00
	\$181,897.30	\$166,708.79	\$165,103.29
Total Water Services Standby and Estimated Receipts	278,747.30	263,800.79	261,685.29
TOTAL "ESTIMATED" - FUNDS, RECEIPTS, & REVENUES:			
For Fiscal Year 2021-2022			
Revenue	\$1,210,888.98	\$1,097,361.25	\$865,339.35
Expenses	\$808,875.00	\$118,195.78	\$90,200.19
Net Ordinary Income	\$402,013.98	\$979,165.47	\$775,139.16