

**REDWOOD VALLEY COUNTY WATER DISTRICT**

2370 Webb Ranch Road  
Redwood Valley CA 95470  
(707) 485-0679

**MINUTES**

Board of Directors

Regular Meeting

Thursday, October 20, 2011

Directors Present: Donald E. Butow, Jeanette Hallman, Hal Voege, Granville Pool, Merle D. Reuser

Directors Absent: None

Staff Present: Bill Koehler, General Manager

Linda Groth, Board Secretary/Office Manager

Others Present: None

CALL TO ORDER: 7:00 P.M.

1. ROLL CALL.

Hal Voege, Director  
Granville Pool, Director  
Merle Reuser, Director  
Jeanette Hallman, Director  
Donald Butow, Board President

2. HEARING OF COMMENTS OR QUESTIONS FROM THE ATTENDING PUBLIC.

Nothing.

3. CONSIDER HEARING OF URGENT ITEMS RECEIVED SINCE THE AGENDA WAS POSTED.

4. APPROVAL OF CONSENT CALENDAR.

- a. Financial Statement.
- b-1. Bills Paid since those approved at last Meeting.
- b-2. Bills Paid as approved at previous Meeting.
- c. Bills Payable.
- d. District Activity.

After review, a Motion was made.

MOTION: Approve Consent Calendar as presented.  
Pool/Voege Discussion CARRIED  
AYES: Pool, Voege, Reuser, Hallman, Butow  
NOES: None  
ABSENT: None  
ABSTAIN: None

During discussion of consent calendar b-1, List of Bills Paid, and referring to our annual payment to the California Urban Water Conservation Council, Director Voege expressed displeasure with the high cost of our membership and the failure he experienced in his attempts to speak with their president about a Court Ruling affecting the tiered rate structure. GM Koehler explained this membership is required by our agreement with Sonoma County Water Agency.

5. APPROVAL OF MINUTES AS PRESENTED.

The Minutes of September 15, 2011 were presented.

MOTION: Approve Minutes of September 15, 2011 as presented.  
Pool/Voege Discussion CARRIED  
AYES: Pool, Voege, Reuser, Butow  
NOES: None  
ABSENT: None  
ABSTAIN: Hallman

6. DIRECTORS AND STAFF REPORTS AND DISCUSSION OF NON-ACTION TOPICS.

GM Koehler has received the commentary from the State Water Board to Millview County Water District. The conclusion is that Millview may draw 15 ac-ft of water from the West Fork and can only use it in the lands previously owned by Hill and Gomes.

7. DIRECTORS AND STAFF REPORTS OTHER THAN THOSE LISTED IN GENERAL  
MANAGER'S  
REPORT.

A. Conservation, other than in GM Report.  
Nothing submitted.

B. Notice of rate increase from R. H. & Sons Water Services.

Because of increased insurance costs, gas prices and other business expense increases, the State Certified Inspector/Tester contracted with RVCWD for the Backflow Prevention Program has to increase his rates for the first time in four years. This will be effective January 1, 2012. Even with this increase, his fees are less than others in the area and the Directors feel this is very reasonable.

## 8. GENERAL MANAGER'S REPORT AND ACTION ITEMS, OCTOBER, 2011.

### A. Vacation.

GM Koehler is back at work after his vacation.

### B. District Operations.

The District has experienced more leaks than usual in the last month. The most time consuming repair involved a service line on Virginia Circle because there was a conflict with electric, phone and gas lines.

We will probably receive invoices this month for the work we performed on School Way to prepare for the County D.O.T.'s new bridge project. We have pre-installed the shut off valves and have precisely located the District water mains, which will save a lot of work and time in the future when D.O.T. gets started on the project.

The paint has been purchased for coating the mechanical facilities that need it, as required by the Bureau of Reclamation. Unfortunately the employee who will be doing the painting, suffered an off the job injury, so there is a delay. He expects to return to work in three weeks or so.

### C. Tire Bark.

The \$8547 .01 retention monies have been received. The project is now 100% complete and reimbursed.

### D. Surge Tank Mitigation.

The Directors had asked GM Koehler to send a letter to the State Regional Water Quality Control Board and the State Department of Fish and Game asking them to mitigate the assessment under the Cleanup and Abatement Order. A response was received yesterday; the request is denied. The District will have to pay all of the \$62,000. We do have it in writing, though, that this will be the end of it. We are done. The monies will be paid to the RCD (Mendocino County Resource Conservation District) and the RCD has agreed to spend it on a project within the area of the West Fork that is north of Highway 20, as either conservation or as fishery habitat improvement.

The Directors asked GM Koehler to approach SCWA for their assurance that this is a valid project in our Agreement with them.

### E. Surge Tank Replacement.

The combination air valve that replaced the surge tank is completely installed and has been operating successfully for several months. The only remaining item is to clean up the easement with the current owner of the property. Once our legal counsel has completed their review of the existing documents and drawings and have produced a new easement, it will be forwarded to the property owner for review and approval.

### F. State Comp.

The former employee state comp issue is still open, but our agent assures us they are actively working on it and they expect it to close soon.

#### G. Lien Fee.

The District has filed a number of liens lately against properties that are foreclosed, as this is the only way to recover full costs. GM Koehler recommends a set fee for placing and removing a lien. Aside from the time it takes to create the liens and or to get the liens released, including notarizing the release, an employee also must drive into Ukiah in order to File the document(s) at the County Offices. A lien processing fee is not subject to Proposition 218 requirements.

MOTION: Institute a Lien Processing Fee of \$50.

Reuser/Voege Discussion CARRIED

AYES: Reuser, Voege, Hallman, Pool, Butow

NOES: None

ABSENT: None

ABSTAIN: None

#### H. Financial Statement.

During last month's Board Meeting, the Directors questioned a couple of items on the financial statements and GM Koehler said he would do research and provide answers at this meeting. At this time GM Koehler provided answers to the questions.

#### I. Care Unit.

A customer has asked for District approval to extend an existing water service line to a new building to be constructed that would contain a garage with an attached elder care unit at the rear. This unit would be occupied by the elder parent because it will not have stairs which create a challenge and a danger at the main house in which the elder parent currently lives. The main house would then be occupied by relatives who would serve as caregivers. The Board of Directors reviewed the RVCWD governing regulations which offer only two options for a conditioned waiver of additional water service under the existing Moratorium. The first is a Temporary Family Care Unit which is Permitted by County Environmental Health or County Planning, and which will be moved off the property at the time the elder can no longer occupy the unit. The second option is a Hardship Application which must meet certain criteria and would allow the installation of a new service meter for an existing structure that must have been built prior to 1997.

This letter submitted to the Board of Directors does not meet the criteria stated the above. After discussion, a Motion was made.

MOTION: Deny request for providing water to a permanent second structure on the property.

Voege/Pool Discussion CARRIED

AYES: Voege, Pool, Hallman, Reuser, Butow

NOES: None

ABSENT: None

ABSTAIN: None

### 9. FINANCIAL REPORT.

The Financial Report was reviewed.

10. LOCAL AGENCY FORMATION COMMISSION OF MENDOCINO COUNTY – LAFCO.

Nothing to report.

11. M. C. INLAND WATER & POWER COMMISSION.

President Butow, as a Commissioner on IW&PC, reported that the Corps of Engineers provided their Findings indicating that the Coyote Dam at Lake Mendocino is Safe and in Good Shape. It has a ranking of 3 and it could possibly be pushed to a ranking of 4 if something like a siren alert system were established. The higher the rating, the better. He said Janet Pauli did recommend that the COE place an alarm system along the river to alert citizens of an overflow, should that event occur.

Director Voegel added that the Finding concluded that the dam is stable and in good condition. A possible failure could have grave consequences; this is where the warning system might have an effect on the rating.

President Butow said that P. G. & E. would like to get rid of the property they own between Lake Pillsbury to Van Arsdale Dam. Janet Pauli hopes that the Potter Valley Irrigation District would be the lead agency, with the support of the IW&PC and other people in Mendocino County, to create a coalition to take over the responsibility for those lands. This is coming about because the Forest Service is looking to solidifying their operation up there.

Director Voegel reported that Consultant Paige Poulos attended a conference in San Francisco recently and she had an opportunity to quiz people about water issues. She will return to the IW&PC with data she has collected and for discussion of future efforts.

12. MENDOCINO COUNTY RUSSIAN RIVER FLOOD CONTROL & WATER CONSERVATION IMPROVEMENT DISTRICT.

At the last moment, President Butow was unable to attend the monthly meeting, so there is no report.

GM Koehler reported that the revised billing has not yet been received. We are expecting the revised balance to be something less than \$1,000.

13. REPORT OF ATTENDANCE AT AGENCY MEETINGS, I.E., CITY OF UKIAH, COUNTY BOARD OF SUPERVISORS, OR OTHER ENTITY NOT LISTED SEPARATELY HEREIN.

None.

14. SONOMA COUNTY WATER AGENCY.

A copy of page 16 of the SCWA Charter, the section that addresses the sale of water rights, was distributed to the Directors.

15. STATE WATER RESOURCES CONTROL BOARD.

None.

16. STATUS REPORT OF PLACE OF USE ISSUES.

None.

17. STATUS REPORT OF 2800 ACRE-FEET STORAGE RIGHT.

None.

18. CONSIDER ATTENDANCE AT SEMINARS, TRAINING EVENTS, CONFERENCES AS RECEIVED SINCE LAST MEETING.

None

The Meeting ended at 8:37 P.M.

The next Regular Meeting is scheduled for 7:00 P.M. on Thursday, November 17, 2011 at the Water District Office, 2370 Webb Ranch Road, Redwood Valley, California.

APPROVED: Board of Directors

DATE APPROVED: November 17, 2011

SIGNED: Linda Groth  
Secretary, Board of Directors