

Lassen County Waterworks District No. 1

PO Box 363

Bieber, Ca 96009

Minutes

Regular board meeting of Lassen County Waterworks district #1 was held on May 13, 2025 at 5:00 pm

Meeting called to order by Chairman Dan White at 5:03pm.

Roll call: Dan White, Jim Chapman, Kody Smith, Bob Meeink present. Karli Dowell (arrived at 5:30pm)

Secretary – Sheri Weldon, was present.

Public Observer: None

Minutes: The minutes from the May meeting were read by Sheri Weldon. Member Meeink motioned to approve the minutes. Member Chapman Second. Minutes were approved.

Reports:

Chairman: none

Correspondence/ Newsletter: An email was received from John Sutterfield – Sutterfield Sanitation Services Re: looking to gain access to sewer ponds for dumping. There is no anticipation of a high demand at this time. Discussion: The District will not be entertaining dumping at this time due to the current condition of the sewer ponds.

General manager: None

Secretary: Sheri Weldon stated she has vouchers ready and bills went out, things seem to be going smoothly. Stacy Hanes at the county is no longer a contact for the District, we will be working with Jaimie Mack moving forward.

Financial: Member Smith presented April financials: For the month the District is negative \$5,210.04 after \$10,931.21 in deposits. \$16,141.25 in expenses. Two transfer requests were put into the county (1. Transfer grant funds to correct account 2. Transfer Forsgren invoices to the correct account). Discussion: Chairman White inquired about the remaining fund balance of the District. Member Smith responded \$105,974.56. Member Smith also states that last month would not have been a negative month if the District did not have to purchase a replacement pump. Sheri Weldon stated that the District received a recent check for a Forsgren voucher in the amount of \$15,000 and a \$1,200 reimbursement check for payment made by the District to Forsgren.

Maintenance: Member Smith presented maintenance report: Bill and Joe recommended getting different taps for our sampling, which have been purchased for both wells and put in today. The lines going into the sewer ponds from the lift station were dug up, the two valves for the lines going into the sewer pond were found. They were not where the plans said they should be. The valve going into pond two was opened and the valve for pond one was closed and left for a couple of days to clear the line out,

then reverted back. Chairman White inquired about drilling the casing and hooking up second pump. Member Smith said this could be done but an additional line would need to be ran. The end goal is to prevent the pump from running constantly, resulting in failure. Further logistics discussed by Member Chapman regarding the need for the ground to be dried out to complete this. Chairman White suggested combining ponds 1 & 2 and logistics. Member Meeink inquired about risk of wave action in taking the levy out between pumps 1 & 2. Member Chapman stated that base rock will need to be brought in to fill in the ditches at the sewer ponds. He also mentioned that digging had been done at the lift station to verify the connection between the lift station, cast iron and plastic which is a 4 in. slip joint.

New Business:

- Standby Fees
 - Member Dowell and Smith discussed standby fees regarding when they will be applied. If there is a meter in place, a standby fee will be applied. If the rate payer does not want to pay the standby fee, they can have the service line removed and pay the reconnect fee later if they wish to get service back. Current fees applied are as follows: If there is a meter box with a water line running to it whether there is a meter or not, a fee is assessed. No fee is assessed if there is no line running to the lot. Costs associated with meter installation were discussed including when fees would be assessed if a meter was removed by a previous user, and the current user has caught up on fees. Commercial standby fees are \$20/month and \$10/residential. There is currently no reconnection fee, but discussion will need to be had to implement those fees.
- Switch from FGI Environmental to Pace Analytical
 - Discussion regarding the switch from FGI Environmental to Pace Analytical – It would be \$170 minimum a month to transition to Pace, they will pick up the samples in Fall River. Cost of paying staff to travel to Chico along with fuel was considered when using FGI Environment for testing vs. moving to Pace Analytical who will pick samples up in Fall River.
 - Motion: Member Smith motion, Member Chapman Second
- Advertising of District Manager/Operator position
 - Board Member Dowell expressed concern with supporting this position financially based on District financial statements. Chairman White inquired about the Districts revenue generated from rate payers. Member Smith stated that monthly water fees billed are \$7,675.39 for active users and sewer is \$4,855.19. Salary range discussed and on the job training being an option.
 - Motion: Member Meeink motion, Member Chapman Second advertising the listing of the District Manager/Operator position at \$20-\$25 per hour
- Review TEP Condition Assessment of Tower
 - Discussion regarding the required repairs to be done and how to complete repairs. It was recommended that a structural engineer licensed in the state of CA look at the recommendations made by TEP and advise on how to proceed. Members Smith and Dowell will inquire with Pace Analytics and Stoneco Engineering to see if they can inspect the tower.
- Discuss Maintenance to Lift Station #2 and Review Quote for Pipe & Materials

- Member Smith provided a quote from Copps irrigation for lift station #2 piping repairs. Cost of tools and other supplies that will be needed was discussed as well. Member Chapman discussed logistics and additional materials that would be needed to take the vibration of the pump off the pipes to prevent pipe damage.
Motion: Member Dowell motioned; Member Meeink seconded approving the purchase of materials needed for maintenance of life station #2.
- Review and Discuss Water Restrictions
 - In regards to the cost associated with running the pump Member Smith stated that currently the peak year-round pricing for PGE is 4-9pm, with a partial peak from 6/1 to 9/30 daily 2pm-4pm and 9pm-11pm. Chairman White proposed changing our current restrictions, removing the no water restriction on Monday and Thursday and implementing daily restrictions from 2pm-8pm. Member Smith shared that he did speak with Fall River CSD to confirm that there is no legal requirement for water conservation at this time.

Old Business:

- Sewer grant update: Member Smith shared that Forsgren is willing to meet with the board either in person or via zoom to discuss the next phases of the grant. Chairman White discussed land swap that has been proposed near the sewer ponds.

Closed session: nothing to report.

Bob Meeink motioned to adjourn the meeting; Jim Chapman second Meeting Adjourned at 6:00 pm.
Next meeting **June 10,2025** at 5:00 pm.