

Amador Regional Sanitation Authority

*"Servicing Amador City,
Martell, & Sutter Creek"*

AGENDA

APRIL 14, 2023

10:00 A.M. Meeting

117 Valley View, Sutter Creek CA 95685

The Agenda can be found on the City of Sutter Creek's Website:

www.cityofsuttercreek.org

1. REGULAR MEETING: CALL TO ORDER AND ESTABLISH A QUORUM –

2. PLEDGE OF ALLEGIANCE TO THE FLAG

3. PUBLIC FORUM

Discussion items only, no action to be taken. Any person may address the Board at this time upon any subject within the jurisdiction of the Amador Regional Sanitation Authority; however, any matter that requires action may be referred to staff and/or Committee for a report and recommendation for possible action at a subsequent Board meeting. Please note – there is a five (5) minute limit per topic.

4. INFORMATION/CORRESPONDENCE

This section provides informational updates regarding staff activities and operations where no Board action is required.

A. Engineer's Report
For information only.

5. CONSENT AGENDA

Items listed on the consent agenda are considered routine and may be enacted in one motion. Any item may be removed for discussion at the request of the Board or the Public.

A. Minutes of March 22, 2023

Recommendation: Approve Minutes of March 22, 2023

B. Approval of Warrants

Recommendation: Approve warrants.

C. Budget Update

Recommendation: For information only

6. ADMINISTRATIVE AGENDA

A. Adopt Resolution 23-23-* authorizing amendment #1 to the fiscal year 2022-23 budget due to legal and operational issues with the City of Ione and CDCR.

7. GENERAL MANAGER'S REPORT

8. BOARD MEMBER REPORTS

9. CLOSED SESSION

A. CONFERENCE WITH LEGAL COUNSEL- EXISTING LITIGATION

Pursuant to Gov. Code § 54956.9(d)(1):

Amador Regional Sanitation Authority v. City of Ione, et al.
(Case No. 22-CV-12824)

B. PUBLIC EMPLOYEE APPOINTMENT

Pursuant to Gov. Code § 549567:

Title: General Manager

10. REPORT FROM CLOSED SESSION

ADJOURN

A_{mador} R_{egional} S_{anitation} A_{uthority}

*“Servicing Amador City,
Martell, & Sutter Creek”*

MINUTES MEETING OF THE BOARD OF DIRECTORS March 22, 2023

Present:

Robin Peters, Chairman
Richard Forster, Vice Chairman
Susan Bragstad, Board Member
Jim Swift, Board Member

Absent: Frank Axe, Board Member (vacation)

Staff Present:

Amy Gedney
Karen Darrow
Frank Splendorio
Corey Stone

1. REGULAR MEETING: CALL TO ORDER AND ESTABLISH A QUORUM

Meeting called to order by Chairman Peters at 10:07 A.M.

2. PLEDGE OF ALLEGIANCE TO THE FLAG

Chairman Peters led the Pledge of Allegiance.

3. PUBLIC FORUM- None.

4. INFORMATION/CORRESPONDENCE

This section provides informational updates regarding staff activities and operations where no Board action is required.

A. Engineer's Report- GM Gedney distributed the report.
For information only.

5. CONSENT AGENDA

Items listed on the consent agenda are considered routine and may be enacted in one motion. Any item may be removed for discussion at the request of the Board or the Public.

A. Minutes of February 22, 2023, and March 14, 2023

M/S Swift/Forster to Approve the Minutes of February 22, 2023, as amended and March 14, 2023, as presented.

AYES: Bragstad, Forster, Swift and Peters

NOES: None

ABSTAIN: None

ABSENT: Axe

MOTION CARRIED

B. Approval of Warrants

Recommendation: Approve warrants.

M/S Forster/Swift to Approve the warrants.

AYES: Bragstad, Forster, Swift and Peters

NOES: None

ABSTAIN: None

ABSENT: Axe

MOTION CARRIED

C. System Status Report- GM Gedney distributed the report of February 28th.

Recommendation: For information only.

6. ADMINISTRATIVE AGENDA

A. Weber Ghio & Associates Engineering and Management Contract

Recommendation: Adopt Resolution 2022-23- approving a Professional Services contract with Weber Ghio and Associates for professional services.*

ARSA Attorney Splendorio noted that this item was being pulled from the agenda and will be brought back at the next meeting.

B. Review of Board Meeting dates and time.

Recommendation: Consideration of ARSA Board meetings for the third Friday of the month at 10a.m beginning April 21, 2023.

The Board consensus was to change the standing meeting date to the second Friday of the month at 10 a.m. beginning on April 14th in the ACTC Conference Room.

7. GENERAL MANAGER'S REPORT- None

8. BOARD MEMBER REPORTS

Board Member Bragstad introduced Amador City Council member Bruce Sherrill and reported that he will be replacing her as the Amador City Board representative.

9. CLOSED SESSION

A. CONFERENCE WITH LEGAL COUNSEL- EXISTING LITIGATION

Pursuant to Gov. Code § 54956.9(d)(1):

Amador Regional Sanitation Authority v. City of Ione, et al.

(Case No. 22-CV-12824)

10. REPORT FROM CLOSED SESSION

The Board went into Closed Session at 10:41 a.m. and came out at 11:55 a.m.

Chairman Peters noted there was no reportable action.

ADJOURN

The meeting was adjourned at 11:56 a.m.

Karen Darrow, Secretary
Date Approved:

Robin Peters, Chairman

Warrant List

April 2023

Date	Name/Account	Type	Num	Amount
	City of Sutter Creek	Bill Pmt -Check	1724	
04/07/2023	Contract with COSC	Bill	2023-04	20,812.75
04/07/2023	Overtime	Bill	2023-04	3,070.80
TOTAL				23,883.55
	Best Best & Krieger, LLP	Bill Pmt -Check	1725	
03/17/2023	ARSA V. IONE/CDCR	Bill	960557	6,817.20
03/17/2023	CDCR V. ARSA	Bill	960556	398.11
TOTAL				7,215.31
	Hunt & Sons, Inc.	Bill Pmt -Check	1726	
03/15/2023	Fuel	Bill	20167	282.20
03/31/2023	Fuel	Bill	36188	205.99
TOTAL				488.19
	Weber, Ghio & Associates, Inc.	Bill Pmt -Check	1727	
03/13/2023	ARSA - CIP	Bill	11410	3,994.19
03/13/2023	Henderson Dam Repair		11411	277.50
03/13/2023	Inundatin Study - EAP	Bill	114712	7,503.22
TOTAL				11,774.91

Amador Regional Sanitation Authority (ARSA)

Budget vs. Actual

July 2022 through March 2023

	Budget	Jul '22 - Mar 23	% of Budget	YE Projection
Income				
Interest Income	150.00	57.75	38.5%	110.00
Reimbursed Expenses	19,000.00	0.00	0.0%	19,000.00
Use Fee Revenue				
Amador City	18,823.00	14,117.25	75.0%	18,823.00
Amador Water Agency	95,768.00	71,826.00	75.0%	95,768.00
City of Sutter Creek	521,321.00	390,990.75	75.0%	521,321.00
Total Use Fee Revenue	635,912.00	476,934.00	75.0%	635,912.00
Total Income	655,062.00	476,991.75	72.82%	655,022.00
Expense				
Employee Services				
Contract with COSC	249,753.00	180,980.33	72.46%	249,753.00
Overtime	15,000.00	61,041.71	406.95%	65,000.00
Operations				
Audit & Accounting	6,000.00	4,500.00	75.0%	6,000.00
Contingency	50,860.00	0.00	0.0%	50,860.00
Engineering				
Inundation mapping	10,000.00	5,275.75	52.76%	10,000.00
Engineering	25,000.00	42,407.86	169.63%	50,000.00
Flood Control	2,100.00	0.00	0.0%	2,100.00
Fuel	13,000.00	13,148.98	101.15%	15,000.00
General Supplies	500.00	344.75	68.95%	500.00
Legal	50,000.00	119,197.29	238.4%	130,000.00
Membership Dues	1,700.00	1,559.44	91.73%	1,700.00
O&M Building/Structures	1,500.00	1,400.00	93.33%	1,500.00
O&M Equipment		56,892.93		57,000.00
Professional Services		40,756.40		41,000.00
Repairs & Maintenance	20,000.00	9,561.08	47.81%	20,000.00
Risk Management - Liability	21,000.00	21,071.32	100.34%	21,071.32
Taxes/Fees/Licenses	68,000.00	26,089.21	38.37%	68,000.00
Tertiary Treatment Fees	95,000.00	16,992.75	17.89%	95,000.00
Vehicle Maintenance	5,000.00	2,162.18	43.24%	5,000.00
Weed Control	1,500.00	0.00	0.0%	1,500.00
Total Expense	635,913.00	603,381.98	94.88%	890,984.32

Amador Regional Sanitation Authority (ARSA)

Balance Sheet

As of March 31, 2023

	Mar 31, 23
ASSETS	
Current Assets	
Checking/Savings	
10000 · Checking - Umpqua	420,342.04
10010 · Savings - Umpqua	297,146.23
Total Checking/Savings	717,488.27
Accounts Receivable	
11000 · Accounts Receivable	158,978.00
Total Accounts Receivable	158,978.00
Total Current Assets	876,466.27
Fixed Assets	
101707 · Capital Replacement Fund	292,432.03
101708 · ARSA District	15,588.59
150620 · Long Term Assets Structures	1,884,800.13
150621 · Long Term Assets Structures Dep	-1,884,800.15
150630 · Long Term Assets Equipment	151.00
150631 · Long Term Assets Equipment Depr	-151.00
35000 · Investment in Capital Assets	841,648.00
Total Fixed Assets	1,149,668.60
Other Assets	
120000 · Note Receivable	450,000.00
120100 · Accrued Interest Receivable	116,311.40
Total Other Assets	566,311.40
TOTAL ASSETS	2,592,446.27
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 · Accounts Payable	19,478.41
Total Accounts Payable	19,478.41
Total Current Liabilities	19,478.41
Total Liabilities	19,478.41
Equity	
30000 · Opening Balance Equity	2,905,901.76
32000 · Retained Earnings	-389,647.61
Net Income	56,713.71
Total Equity	2,572,967.86
TOTAL LIABILITIES & EQUITY	2,592,446.27

10:27 AM

04/10/23

Amador Regional Sanitation Authority (ARSA)

Reconciliation Summary

10000 - Checking - Umpqua, Period Ending 03/31/2023

	Mar 31, 23
Beginning Balance	336,772.79
Cleared Transactions	
Checks and Payments - 5 items	-75,412.17
Deposits and Credits - 3 items	158,981.42
Total Cleared Transactions	83,569.25
Cleared Balance	420,342.04
Register Balance as of 03/31/2023	420,342.04
Ending Balance	420,342.04

10:26 AM

04/10/23

Amador Regional Sanitation Authority (ARSA)

Reconciliation Summary

10010 - Savings - Umpqua, Period Ending 03/31/2023

	Mar 31, 23
Beginning Balance	297,138.90
Cleared Transactions	
Deposits and Credits - 1 item	7.33
Total Cleared Transactions	7.33
Cleared Balance	297,146.23
Register Balance as of 03/31/2023	297,146.23
Ending Balance	297,146.23

Amador Regional Sanitation Authority

"Servicing Amador City, Martell, & Sutter Creek"

STAFF REPORT

TO: ARSA BOARD OF DIRECTORS
MEETING DATE: APRIL 14, 2023
FROM: JODI STENECK, ACCOUNTING SUPERVISOR
SUBJECT: BUDGET ADJUSTMENT #1 FOR FISCAL YEAR 2022-23

RECOMMENDATION:

Adopt Resolution 23-23-* authorizing amendment #1 to the fiscal year 2022-23 budget due to legal and operational issues with the City of Ione and CDCR.

BACKGROUND:

Beginning early summer 2022, operational disputes between ARSA and the City of Ione caused reservoir levels to become elevated. To keep the ponds from overflowing, a professional wastewater consultant was contracted to evaluate the situation and recommend solutions, which resulted in the addition of chemical additives and later the lease and eventual purchase of irrigation/sprinkler system components around Preston reservoir. Meanwhile, ARSA's legal counsel was engaged to implore the courts to cause the City of Ione to accept effluent from Preston reservoir. Those proceedings continue to date.

DISCUSSION:

The ARSA budget has \$50,860.00 in the Contingency account, so using all the funds to help offset the overage of other accounts plus \$153,000 from the Savings account will balance the budget. The Savings account currently has \$297,146 and with the transfer of \$153K will have \$144,146.00.

BUDGET IMPACT:

Description	Original Budget Amt	Budget #1 Amount	Revised Budget Amt
Engineering	\$25,000.00	\$25,000.00	\$50,000.00
Legal	\$50,000.00	\$80,000.00	\$130,000.00
O&M Equipment	\$0.00	\$57,000.00	\$57,000.00
Professional Services	\$0.00	\$41,000.00	\$41,000.00
Contingency Account	\$50,860.00	-\$50,860.00	0.00
General Savings	\$0.00	-\$153,000.00	153,000.00

RESOLUTION 22-23-*

**A RESOLUTION OF THE AMADOR REGIONAL SANITATION AUTHORITY
APPROVING BUDGET AMENDMENT #1, TO AMEND THE 2022-2023 BUDGET
AUTHORIZING THE USE OF CONTINGENCY AND SAVING FUNDS TO OFFSET
ADDITIONAL EXPENDITURES DUE TO LEGAL AND OPERATIONAL ISSUES
WITH THE CITY OF IONE AND CDCR**

WHEREAS, the Board of Directors of the Amador Regional Sanitation Authority adopted the 2022-2023 Annual Budget; and

WHEREAS, said Budget allocates line-item expenses for operating expenses; and

WHEREAS, from time to time it is necessary to amend the 2022-2023 Operating Budget; and

WHEREAS, legal and operational difficulties with the City of Ione and CDCR have resulted in additional expenditures in Engineering, Legal, O&M Equipment and Professional Services; and

WHEREAS, the Contingency account has \$50,860 and the Saving Account has \$297,146.

NOW THEREFORE BE IT RESOLVED, that the Amador Regional Sanitation Authority Board of Directors does hereby authorize the following budget adjustment:

- Use of Contingency Account expenses to offset expenditures.
- Use of Saving Account funds to cover the balance of expenditures.

Description	Original Budget Amt	Budget #1 Amount	Revised Budget Amt
Engineering	\$25,000.00	\$25,000.00	\$50,000.00
Legal	\$50,000.00	\$80,000.00	\$130,000.00
O&M Equipment	\$0.00	\$57,000.00	\$57,000.00
Professional Services	\$0.00	\$41,000.00	\$41,000.00
Contingency Account	\$50,860.00	-\$50,860.00	0.00
General Savings	\$0.00	-\$153,000.00	153,000.00

The foregoing resolution was duly passed and adopted at a regular meeting of the ARSA Board on the 14th day of April 2023, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

AMADOR REGIONAL SANITATION
AUTHORITY

Robin Peters, Chairman

ATTEST:

Karen Darrow, Clerk