

Amador Regional Sanitation Authority

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

AGENDA

JANUARY 18, 2024

2:30 P.M. Special Meeting

33 Church Street, Sutter Creek CA 95685

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

www.cityofsuttercreek.org

1. 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. CONSENT AGENDA

- A. Minutes of December 5, 2023 – *for approval*
- B. Approval of Warrants – *for approval*
- C. Budget Update- *for information only*
- D. Reservoir report- *for information only*

5. ADMINISTRATIVE AGENDA

- A. Property available for Equalization Tank- *information and discussion*
- B. ARSA Dissolution Process and Open Issues- *information and discussion.*

6. GENERAL MANAGER’S REPORT- *informational*

7. CLOSED SESSION

- A. CONFERENCE WITH LEGAL COUNSEL- PENDING LITIGATION
Pursuant to Gov. Code § 54956.9(d)(1):
Amador Regional Sanitation Authority v. City of Ione, et al.
(Case No. 22-CV-12824)

8. REPORT FROM CLOSED SESSION

9. ADJOURN

Amador Regional Sanitation Authority

“Servicing Amador City, Martell, & Sutter Creek”

MINUTES MEETING OF THE BOARD OF DIRECTORS December 5, 2023

Present:

Jim Swift, Chairman
Richard Forster, Vice Chairman
Bruce Sherrill, Board Member
Claire Gunselman, Board Member
Frank Axe, Board Member

Staff Present:

Tom DuBois, ARSA GM
Karen Darrow, ARSA Secretary
Frank Splendorio, ARSA Attorney

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

Meeting called to order by Chairman Swift at 3:00 P.M.

2. PLEDGE OF ALLEGIANCE TO THE FLAG

Chairman Swift led the Pledge of Allegiance.

3. PUBLIC FORUM- None

4. 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.

Closed Session moved to the end of the meeting.

5. REPORT FROM CLOSED SESSION - No reportable action

6. CONSENT AGENDA

- A. Minutes of October 25, 2023 – *for approval*
- B. Approval of Warrants – *for approval*
- C. Budget Update- *for information only*
- D. Reservoir report- *for information only*

M/S Axe/Gunselman to Approve the Consent Agenda with minor edit to the minutes.

AYES: Axe, Forster, Gunselman, Sherrill and Swift

NOES: None

ABSTAIN: None

ABSENT: None

MOTION CARRIED

7. ADMINISTRATIVE AGENDA

A. 2024 Meeting Schedule – *action item*

Staff recommended a change in meeting time for 2024 and the Board agreed to the 3rd Thursday of the month at 3pm in the Community Building at 33 Church Street in Sutter Creek.

B. Evaluate Process and Implications to Dissolve ARSA- *action item*

Tom Dubois, ARSA General Manager requested authorization from the Board for staff to research the process and implications of dissolving ARSA and to bring back a plan to have a more meaningful discussion. He also suggested that a restructuring might be an alternative to dissolution.

Frank Splendorio, ARSA Attorney noted that if the Board is interested in looking into dissolution it will take some time and staff work and that the JPA would need each member to approve the dissolution. He noted that CDCR would need to be involved to some extent.

Board member Axe asked about the LAFCO involvement.

Board member Gunselman noted that there did not seem like a reason to wait to begin the research and suggested that it might be an opportunity to re invite the water agency to be on the new board if a reorganization occurs.

Board member Forster suggested that it might need to wait for the litigation to end.

Gary Thomas, with Amador Water Agency, Amador City Council member Susan Bragstad and Amador City Mayor Anne Kel-Artinian requested to be included in the dissolution discussion and process.

M/S Axe/Gunselman to authorize staff to move forward researching dissolution and/or restructuring.

AYES: Axe, Forster, Gunselman, Sherrill and Swift

NOES: None

ABSTAIN: None

ABSENT: None

MOTION CARRIED

8. GENERAL MANAGER'S REPORT - *informational*

A. Update on Castle Oaks Recycled Water Facility

Tom DuBois, ARSA General Manager reported that he and ARSA Attorney Frank Splendorio attended a meeting in Ione that outlined their short-term plans and long-term vision and noted that they are looking to create an interconnect for the tertiary and treatment plants and made a request for cost sharing.

Ione Interim City Manager Amy Gedney explained the benefits for all agencies to work together and noted that Ione is contributing 1.5 million dollars in ARPA money for the interconnect project and that this would help address the VOC issues with the ARSA and CDCR water.

Board member Forster noted that this is the first time he has heard of the VOC issues and asked for data showing that the VOC levels are above the threshold.

Board member Swift suggested that some of the responsibility should be on CDCR to solve their water quality issues and not put the burden on Ione.

Dan Lafontaine, Sutter Creek Public Works Director, noted that Sutter Creek can test their water and suggested ARSA do the same.

Board member Forster questioned how much money should be dumped into Ione's project if ARSA is dissolving and Sutter Creek is looking to fund their own plant.

Board member Sherrill asked for a tour of the ARSA system. Dan Lafontaine offered to coordinate a tour for anyone who is interested.

Ione Interim City Manager Amy Gedney noted that Ione’s proposal is a cheaper alternative for all three cities. ARSA will be getting rid of water while Ione is bearing the cost of the tertiary.

Susan Bragstad commented that the Sutter Creek loan repayment could help with the costs.

ADJOURN

Adjourned into Closed Session at 3:51 p.m.

Karen Darrow, Secretary

James Swift, Chairman

Date Approved:

Check Detail

January 2024

<u>Date</u>	<u>Name</u>	<u>Type</u>	<u>Num</u>	<u>Paid Amount</u>
01/10/2024	Best Best & Krieger, LLP	Bill Pmt -Check	1040	
12/02/2023		Bill	981229	-2,085.14
12/02/2023		Bill	981230	-251.16
01/05/2024		Bill	984439	-1,686.30
01/05/2024		Bill	984441	-538.20
TOTAL				-4,560.80
01/10/2024	City of Sutter Creek	Bill Pmt -Check	1041	
01/10/2024		Bill	2024-01	-13,018.80
				-49.58
				-43.10
TOTAL				-13,111.48
01/10/2024	Hunt & Sons, Inc.	Bill Pmt -Check	1042	
11/30/2023		Bill	798961	-116.34
12/15/2023		Bill	783988	-280.78
TOTAL				-397.12
01/10/2024	Weber, Ghio & Associates, Inc.	Bill Pmt -Check	1043	
12/11/2023		Bill	12565	-695.00
12/11/2023		Bill	12566	-132.00
TOTAL				-827.00

Budget vs. Actual
July through December 2023

	Budget	Jul - Dec 23	% of Budget	YE Projection
Ordinary Income/Expense				
Income				
Interest Income	50.00	82.82	165.64%	82.82
Reimbursed Expenses	19,000.00	0.00	0.0%	19,000.00
Use Fee Revenue				
Amador City	20,224.00	5,056.00	25.0%	20,224.00
Amador Water Agency	95,207.00	47,603.50	50.0%	95,207.00
City of Sutter Creek	426,752.00	213,376.00	50.0%	426,752.00
Total Use Fee Revenue	542,183.00	266,035.50	49.07%	542,183.00
Total Income	561,233.00	266,118.32	47.42%	561,233.00
Expense				
Employee Services				
Contract with COSC	243,599.00	74,835.77	30.72%	243,599.00
Overtime	10,000.00	16,671.23	166.71%	16,671.23
Operations				
Audit & Accounting	6,000.00	900.00	15.0%	6,000.00
Contingency	50,000.00	0.00	0.0%	50,000.00
Engineering				
Inundation mapping	7,000.00	0.00	0.0%	7,000.00
Engineering - Other	80,000.00	9,547.25	11.93%	80,000.00
Flood Control	1,500.00	0.00	0.0%	1,500.00
Fuel	19,000.00	10,148.81	53.42%	19,000.00
General Supplies	500.00	223.10	44.62%	500.00
Legal	100,000.00	26,078.62	26.08%	100,000.00
Membership Dues	1,600.00	2,927.12	182.95%	2,927.12
O&M Building/Structures	1,500.00	1,400.00	93.33%	1,500.00
O&M Equipment	54,000.00	98,252.69	181.95%	98,252.69
Professional Services	41,000.00	0.00	0.0%	41,000.00
Repairs & Maintenance	15,000.00	2,975.47	19.84%	15,000.00
Risk Management - Liability	21,000.00	25,046.92	119.27%	25,046.92
Taxes/Fees/Licenses	68,000.00	27,080.97	39.83%	68,000.00
Tertiary Treatment Fees	125,000.00	0.00	0.0%	125,000.00
Vehicle Maintenance	4,000.00	2,905.67	72.64%	4,000.00
Weed Control	1,500.00	0.00	0.0%	1,500.00
Total Expense	596,600.00	207,486.62	34.78%	646,226.73

Balance Sheet

As of December 31, 2023

Dec 31, 23

ASSETS

Current Assets

Checking/Savings

10000 · Checking - Umpqua 51.23

10001 · Checking - Bank of Marin 115,100.97

10011 · Savings - Bank of Marin 479,459.63

Total Checking/Savings 594,611.83

Accounts Receivable

11000 · Accounts Receivable 406,637.25

Total Accounts Receivable 406,637.25

Total Current Assets 1,001,249.08

Fixed Assets

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 841,647.98

Other Assets

120000 · Note Receivable 450,000.00

120100 · Accrued Interest Receivable 116,311.40

Total Other Assets 566,311.40

TOTAL ASSETS 2,409,208.46

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Accounts Payable

20000 · Accounts Payable 54,538.67

Total Accounts Payable 54,538.67

Total Current Liabilities 54,538.67

Total Liabilities 54,538.67

Equity

30000 · Opening Balance Equity 2,597,881.14

32000 · Retained Earnings -596,420.13

Net Income 353,208.78

Total Equity 2,354,669.79

TOTAL LIABILITIES & EQUITY 2,409,208.46

ARSA RESERVOIRS and IRRIGATION												
Dec-23	Sutter Creek Effluent Flow (gals) ¹	Bowers Irrigation (gals)	Henderson Reservoir Freeboard (ft)	Henderson Reservoir Volume (ac/ft)	Hoskins Irrigation (gals)	Preston Forebay (FT)	Preston Forebay Volume (ac/ft)	Flow Into Preston Reservoir (GPM)	Temp Preston Irrigation (Est/gals)	Preston Reservoir (FT)	Preston Reservoir Volume (ac ft)	Flow from Preston To Ione WWTF (ON/OFF)
12/1/2023	373,780	0	18'7"	59.7	Off	12'8"	17.3	75	Off	15'11"	50.0	Off
12/2/2023	312,299	0	18'7"	59.7	Off	12'8"	17.3	75	Off	15'11"	50.0	Off
12/3/2023	301,146	0	18'6"	60.7	Off	12'6"	17.5	75	Off	15'10"	50.7	Off
12/4/2023	313,904	0	18'6"	60.7	Off	12'4"	17.7	75	Off	15'10"	50.7	Off
12/5/2023	374,850	0	18'5"	61.7	Off	12'2"	17.8	100	Off	15'10"	50.7	Off
12/6/2023	330,667	0	18'4"	62.6	Off	12'0"	18.0	100	Off	15'9"	51.4	Off
12/7/2023	379,150	0	18'3"	63.6	Off	12'0"	18.0	100	Off	15'9"	51.4	Off
12/8/2023	318,986	0	18'3"	63.6	Off	11'10"	18.2	100	Off	15'9"	51.4	Off
12/9/2023	370,272	0	18'2"	64.6	Off	11'10"	18.2	100	Off	15'9"	51.4	Off
12/10/2023	300,353	0	18'2"	64.6	Off	11'6"	18.5	100	Off	15'8"	52.1	Off
12/11/2023	335,086	0	18'1"	65.6	Off	12'0"	18.0	125	Off	15'8"	52.1	Off
12/12/2023	307,483	0	18'1"	65.6	Off	12'2"	17.8	125	Off	15'7"	52.8	Off
12/13/2023	370,579	0	18'0"	66.6	Off	12'4"	17.7	125	Off	15'7"	52.8	Off
12/14/2023	400,929	0	18'0"	66.6	Off	12'4"	17.7	125	Off	15'6"	53.5	Off
12/15/2023	385,392	0	17'11"	67.6	Off	12'4"	17.7	125	Off	15'6"	53.5	Off
12/16/2023	364,776	0	17'11"	67.6	Off	13'6"	16.5	125	Off	15'6"	53.5	Off
12/17/2023	304,889	0	17'11"	67.6	Off	13'4"	16.7	125	Off	15'6"	53.5	Off
12/18/2023	422,652	0	17'10"	68.6	Off	13'2"	16.8	125	Off	15'5"	16.8	Off
12/19/2023	421,495	0	17'9"	69.6	Off	13'2"	16.8	125	Off	15'5"	16.8	Off
12/20/2023	414,610	0	17'8"	70.6	Off	13'4"	16.7	125	Off	15'4"	54.9	Off
12/21/2023	350,150	0	17'7"	71.7	Off	13'6"	16.5	125	Off	15'4"	54.9	Off
12/22/2023	359,398	0	17'6"	72.7	Off	13'6"	16.5	125	Off	15'4"	54.9	Off
12/23/2023	325,638	0	17'5"	73.7	Off	13'6"	16.5	125	Off	15'4"	54.9	Off
12/24/2023	265,559	0	17'5"	73.7	Off	13'6"	16.5	125	Off	15'3"	55.6	Off
12/25/2023	234,094	0	17'3"	75.9	Off	13'6"	16.5	125	Off	15'3"	55.6	Off
12/26/2023	290,817	0	17'3"	75.9	Off	13'6"	16.5	125	Off	15'3"	55.6	Off
12/27/2023	307,976	0	17'3"	75.9	Off	13'6"	16.5	125	Off	15'2"	56.4	Off
12/28/2023	401,904	0	17'2"	76.9	Off	13'6"	16.5	125	Off	15'2"	56.4	Off
12/29/2023	387,304	0	17'2"	76.9	Off	13'6"	16.5	125	Off	15'2"	56.4	Off
12/30/2023	534,061	0	17'1"	78.0	Off	13'6"	16.5	125	Off	15'1"	57.1	Off
12/31/2023	295,246	0	17'0"	79.1	Off	13'0"	17.0	125	Off	15'1"	57.1	Off
	Sutter Creek Total Flow											
Total	10,855,445	0			0				0			
Maximum	534,061											
Minimum	234,094											
Average Daily	352,007											

¹ The Influent flow meter was used for these numbers due to a malfunction effluent flow meter.

I certify under penalty of law that I have personally examined and am familiar with the information submitted in this document and all attachments and that, based on my inquiry of those individuals immediately responsible for obtaining the information, I believe that the information is true, accurate and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment.