

# SEELEY COUNTY WATER DISTRICT

1898 West Main Street (P.O. Box 161) Seeley, CA 92273

Telephone: 760.352.6612 Facsimile: 760.352.0589



Board President: Patrick Harris

Board Members: Jason Grima, Keith Baird, Esteban Jaramillo, Leslie Hill

## REGULAR MEETING

Date: May 14, 2018, MONDAY

Where: SCWD Office, 1898 W. Main Street, Seeley CA 92273

Time: 6:30 PM

1. Call to Order
  - a. Pledge of Allegiance
  - b. Quorum - Roll Call
2. Discussion of the Agenda
  - a. Items to be pulled from the Action Calendar.
  - b. Items to be pulled from the Discussion Calendar.
  - c. Emergency Items to be added.
  - d. Approval of the agenda.
3. Board Member Reports / Announcements.
  - a. Years of Service Certificate of Board President, Patrick Harris

## **PUBLIC COMMENT**

This is the opportunity for the members of the public to address the board on any matter within the Board's jurisdiction. Any action taken as a result of public comment shall be limited to direction to staff. State your name for the record prior to providing your comments. Please address the board as a whole, through the chairman. Individuals will be given (3) minutes to address the board. Public comments will be limited to a maximum of 21 minutes. The public will be allowed to comment on specific items on the agenda after board discussion.

## **DISCUSSION CALENDAR SECTION I**

4. Engineer's Report: The Holt Group, Jack Holt
5. Administrative General Manager and Secretary Report
  - a. Financial Reports
  - b. Miscellaneous/Correspondence
  - c. Payroll summary

6. Chief Operators Report – Water & Wastewater Treatment Plant Reports
  - a. Accomplished Tasks
  - b. Monthly Expenditures
  - c. Laboratory Results
  - d. Dumper Station
  - e. Violations
  - f. Correspondence

### CONSENT CALENDAR SECTION I

Any consent item can be removed from the consent list by request of the board or any member of the public for consideration separately.

7. Demands (Accounts Payable)
8. Approval of Minutes:
  - a. REGULAR MEETING April 9, 2018
  - b. SPECIAL MEETING April 18, 2018
9. Authorize 4 Administrative days for the President of the Board for the month of May 2018.
10. Approval of the purchase of Sodium Hypochlorite for Water Treatment Plant from Brenntag Co. for a total cost not to exceed in the amount of \$1,145.12 (tax and freight included).
11. Approval of purchase of routine office supplies (paper, stamps and cleaning supplies for office (envelopes, copy paper, toner for printers and copier, toilet paper, paper towels, eight rolls of postage stamps, cleaning liquid, trash liners/bags, dish soap, bathroom cleaner, disposable water/coffee cups) not to exceed \$750.00 {Sparklets drinking water service \$71.91} [\$400 for stamps alone].

### DISCUSSION/ACTION CALENDAR

12. **Discussion** from the Presiding Officer (Director Harris) of the Committee, relating the results of the Independent Special Districts meeting. On May 2 of 2018 the Special Districts gathered to vote for the Special Districts to have a seat on the Lafco Commission. Meeting took place at the City of El Centro, Chambers.

13. **Discussion** the Imperial County Water Boards Leadership Institute, are inviting all District Board Members, and Staff to participate in the last (2) sessions, which will take place May 19<sup>th</sup>, and June 9<sup>th</sup>, both sessions take place on Saturday from 9 a.m. to 4 p.m. The institute is brought to you in partnership with Rural Community Assistance Corporation (RCAC), the Environmental Defense Fund (EDF), and the County of Imperial. The Institute offers a unique opportunity for water board members and staff who work for water utilities. This is also an opportunity for community leaders that want to enhance, develop skills, and acquire tools to become more effective as decision makers within their respective industry. *(Please see handout attached)*

14. Discussion/Action seeking approval from the Board to form an Ad-Hoc Committee comprised of two board members, the purpose is for the committee to assist in, and provide public oversight of, the budget formulation process of the Seeley County Water District's 2018-2019 fiscal year budget. The Ad-Hoc Committee is to give their in-depth analysis, and recommendation at the next board meeting, June 11 of 2018.

15. Discussion/Action Seeley County Water District to approve the proposal 2018-044 submitted from the Holt Group for Engineering plan check of Coyne Ranch Development. The purpose of this proposal is to review the various development documents that include the Water Supply Assessment, Sewer Study, and Specific Plan.

- *Once the County approves the project, if they approve it, then Coyne will have to file an application with LAFCO to include the area, and Seeley County Water District will have to update the Service Area Plan.*

16. **Discussion** of the Seeley County Water District to establish Administrative Review Fees (Seeley County Water District Staff) of fifteen percent (15%) to charge against construction cost.

17. Discussion/Action seeking approval from the board for mileage reimbursement to/from El Centro (19.80 roundtrip miles x 54.5 total reimbursement per employee \$10.80) for training, for all Seeley County Water District staff. The (SEMS) training is at no cost to the District. This course will teach the basic concepts and principals of the (ICS) Incident Command System and how it's used to manage incidents. ICS is a system that is used for command, control and coordination of emergency response. In this course students will also learn how ICS is incorporated into the National Incident Management System, Standardized Emergency Management System and the National Response Framework, and how, through these concepts and principals, the district can work effectively during incidents. This course is a will help to improve the coordination between responding agencies and allows for mutual aid. Within the state of California, SEMS falls under Senate Bill 1841 and can also be found in Government Code 8607. This training will allow government agencies, including special districts to be eligible for state funding for disaster recovery and response related personnel cost. The following training dates are: **May 23<sup>rd</sup>, June 6<sup>th</sup>, and June 13<sup>th</sup>.** Total reimbursement for all (8) staff **\$86.40**

18. Discussion/Action to review the (“DAC”) Disadvantaged Community Grant, amended letter of interest with the reduced funding allocation. The letter was re-submitted April 16, 2018 to the Community & Economic Development Manager, Esperanza Colio Warren. This was due to the request from the County to cut the list of projects, or submit other projects that fit the allocation. The allocation was cut from \$335,000 to 206,800 (explanation for cut in funding in attached email). Therefore, the following two options are presented to the board to determine the best course of action and to officially approve the projects listed. **Option 1.** The following studies, are the original projects submitted December of 2016 with the decreased project allocation. This is the recommendation of The Holt Group Engineers. **Option 2.** Based on the Ad-Hoc’s Committee recommendation to proceed with Hazen and Sawyer Engineer for the (WWTP) Wastewater Treatment Plant Improvements, and reflecting changing priorities as well as the decrease in the amount of funding available highlighted in the email dated April 14, 2018 from Esperanza Colio (same email referenced above), and cease and desist order from the Colorado Regional Water Board, Hazen recommends the following amended project. The (WWTP) Improvement Preliminary Engineering Report, includes the following: Construction Project, Funding Application and Coordination.

**Option 1.**

Water Distribution System Study	\$16,000
WWTP Collection System Study	\$100,000
Sewer and Water Master Plan	\$90,800
	<b>Total \$206,800</b>

**Option 2.**

WWTP Improvement Preliminary Engineering Report	<b>Total \$206,800</b>
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18. (a) Discussion/Action Esperanza, has given us some news that may create some issues in proceeding with the (DAC) grant funding. We were told that our District’s engineer on record is The Holt Group, and that we cannot use Hazen for engineering work with the County unless we go through a RFQ procurement process which may take up to approximately 2 months. As part of that process Hazen will be required to compete with other engineering firms. Despite this, Hazen would like to move forward with the proposal, and construction project for the Wastewater Treatment Plant Improvements, and if needed Hazen will go through the County’s procurement process. If the state approves the change from the Holt Group to Hazen is the board willing to wait for the RFQ procurement process which will take 2 months. If not then Seeley moves to secure a proposal for the WWTP Improvements from the The Holt Group, if they are interested in taking on the project. *\*In addition the The Holt Group has gone through the procurement process and is considered one of the County’s Engineers on record.*

18. (b) Discussion/Action to accept letter requesting advance payment of 50% of the grant award of \$206,800 in the amount of \$103,400. The payment will be used to retain an engineer for a preliminary design report, CEQA documentation, survey and geotechnical.

19. Discussion/Action to approve the proposal from Hazen for the Seeley Water District Wastewater Plant Improvements. For the compliance plan, design, permitting, and construction of the improvements at the wastewater treatment plant. The scope provides the services necessary to ensure that the compliance plan, funding, design and permitting is completed. Scope and Fees are broken out to allow the District to approve the parts of the scope of funding allows. The main priorities will be prepare the preliminary design report and start the CEQA/permitting for a total fee not to exceed \$370,815. Additionally, Hazen's fee for the Compliance plan portion is \$135,986, which includes the Water Board's recommend Water Effect Ratio study, which costs approximately \$120,000. Please see first and second page of proposal for both projects.

20. Discussion/Action to approve webinar training "Customer Service in the Public Sector" sponsored by (CSDA) California Special District Association. Training will be for the following Customer Account Office Clerks I - Nancy Obeso, Nadia Rosas, and General Manager, Miriam Rosales. Total training discounted fee not to exceed in the amount of **\$195.00**

21. Discussion/Action to accept the Ad Hoc committee's recommendation to begin using Kamstrup brand ultrasonic smart water meters.

**21. (a)**

Discussion/Action to use \$9,501.16 of money left in meter fund to use towards the purchase of 20 *Kamstrup Model 2100 Ultrasonic smart water meters with integral radio* meters to be used as trial. Total not to exceed **\$3,617.00** remaining \$5,884.16 to remain in meter fund.

**21. (b)**

Discussion/Action to approve purchase of:

*Kamstrup Ready Smartphone Remote Reading Kit* \$1,800

*Hosted Ready Management Software and Ready App* \$1,338.78 (one time charge)

*Hosted Ready Hosting Subscription Agreement (annual charge of \$952.75)*

Total not to exceed **\$4,091.53**

**21. (c)**

Discussion/Action to approve to use \$9,501.16 of money remaining in meter fund to use towards the purchase of 20 *Kamstrup Model 2100 Ultrasonic smart water meters with integral radio meters* (\$3,617) and towards the purchase of reading equipment, software, and first annual charge (\$4,091.53). Total not to exceed \$7,708.53. Remaining \$1,792.63 to remain in meter fund.

22. Discussion/Action to approve the purchase of one Eclipse 9700 2" Auto Flushing Hydrant from USABluebook. Total not to exceed **\$2,127** (cost includes estimated tax and shipping)

23. Discussion/Action to approve the purchase of a Q-See 4 channel 1TB security system with (4) weather resistant cameras and (2) 100ft extension cables from Amazon. This will be installed by Seeley CWD staff at WTP. Total not to exceed **\$325.44**

24. **Discussion/Action** to approve one of the following two options related to the WWTP backwash pump. The pump itself (motor is still functioning) was taken to distributor for checkup after it seized during operation.

**Option 1:** Quote to repair existing Peerless 6LB backwash pump. Pump will be reattached to current motor and reinstalled by Seeley CWD staff. Total not to exceed \$4,891.57 (price includes est. tax).

**Option 2:** Quote to purchase new Peerless 6LB backwash pump and 15 hp motor combo. Motor/pump combo will be installed by Seeley CWD staff. Total not to exceed \$12,347.00 (price includes full freight and est. tax)

25. **Discussion** of the possibility of adopting SCADA at Seeley CWD Water Treatment Plant in the future. Presented to the Board of Directors is a soft quote from XiO which lists the cost of their system and also highlights system capabilities. XiO is a CRWA preferred provider meaning they are recommended by CRWA and we get a discount for being a CRWA member, in this case, the first 6 months of cloud based SCADA access is free.

- System cost is approximately \$30,000 with a monthly service fee of \$191 if paid up front. If paid in annual increments, cost is a \$10,000 down payment plus the following:

- Monthly Payment for Hardware (First 6 months): **\$650**

- Monthly Payment for Hardware plus Cloud Service (Remaining 30 months): **\$825**

Ongoing Cloud Service after 36 months: **\$191**

26. **Discussion/Action** the Board at its regular meeting of January 15 of 2018, the Administrative General Manager (“AGM”) was provided a directive to prepare and draft an all-encompassing policy. The AGM is now seeking from the board the approval of one (1) component of the all-encompassing policy, titled “SURPLUS DISTRICT PROPERTY DISPOSAL POLICY”. The form is currently in draft form.

27. **Discussion** of the possibility of using/purchasing a *Raptor* Septage Acceptance Plant (SAP) from Lakeside Equipment Corporation. Presented to the Board is a quote as well as a product brochure to explore this piece of equipment as an addition or replacement to our current WWTP facility dump station

28. **Discussion** of a press release regarding the new “Welcome to Historic Seeley” signs and the significance of “Historic”, Seeley County Water District was approached by the Alive Magazine Advertising Consultant, for a story. There’s a cost associated with the story, A full-page is \$1500 and a One-half page \$800. The District may also consider to release this news worthy story, and history through the IV Press or The Desert Review.

29. **Discussion/Action** to approve the Notice of Vacancy in “The Desert Review” newspaper, and online. The notice will be announcing the vacancy of Director Seat. The ad will run for one (1) week, the total amount to run the ad not to exceed \$297

29. **Discussion/Action** to approve the purchase of additional supplies needed for the remodel of the old operations office. Mold was found on the walls and water under the tiles where sink was located. Supplies that will be needed are drywall, screws, mud, tape, tools and various other plumbing supplies, approximate estimate of cost \$500. Total not to exceed in the amount of \$500.00

**CLOSED SESSION:**

30. Conference with Legal Counsel  
Anticipated Litigation – Significant exposure to Litigation (54956.9(d) (2)  
2 potential cases).

**OTHER ITEMS**

**Next regular meeting: MONDAY, June 11, 2018 at 6:30 P.M**

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President, SCWD Board

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Administrative General Manager & Secretary of the Board

# Seeley County Water District

## PROFIT AND LOSS

July 1, 2017 - May 11, 2018

	TOTAL
Income	
Bates Memorial Park Income	75,000.00
Billable Expense Income	28.50
Federal-USDA	300,345.34
General Fund Income	1,514.27
Homeowners General Op 35%	11.34
Interest income	1,757.97
Sales	9,568.91
Sewer - Off Site Revenue	139,078.47
Sewer Charges Base - Commercial	67,366.00
Sewer Charges Base - Residential	235,372.16
Unapplied Cash Payment Income	239.53
Uncategorized Income	9,509.38
Water Charges - Base - Commercial	57,238.55
Water Charges Base - Residential	163,512.07
Water Charges Commercial Metered Usage	7,179.75
Water Charges Residential Metered Usage	75,783.97
Water/Sewer Fees	1,569.67
<b>Total Income</b>	<b>\$1,145,075.88</b>
<b>GROSS PROFIT</b>	<b>\$1,145,075.88</b>
Expenses	
Advertising	6,608.74
Alert Services Expense	181.35
Bank Charges/Late Fees/Overlimit Fees	498.34
Bates Memorial Park	4,896.00
Business Insurance	750.00
Contract Labor	3,597.45
Copy charges	475.63
Director Fees	10,372.93
Dues and subscriptions	5,116.36
Employee Insurance	26,273.80
Employee Relations	226.84
Employee Retirement & Benefits	-117.00
Fees - Permits/Certifications/Fines	5,941.50
Fuel	6,727.35
General Fund Expenses	4,817.90
Interest Expense	48.69
Lab Testing	37,314.00
Legal and Professional Fees	31,220.00
Office Expense	1,555.31
Payroll Expenses	273,918.72
Postage and Freight	2,118.58
Professional & special services	46,965.06
Repair & Maintenance	36,408.35

	TOTAL
Supplies	43,514.72
Telephone Expense	11,041.23
Transport & Travel	1,224.31
Tuition	3,986.08
Uniforms	5,536.19
Utilities	70,276.43
<b>Total Expenses</b>	<b>\$641,494.86</b>
<b>NET OPERATING INCOME</b>	<b>\$503,581.02</b>
Other Income	
Other Income - Water	331.00
Prop tax-suppl assmnt	9.90
Property Taxes - Curr Sec.	1,493.41
Property Taxes - Curr Unsec.	3.80
Property Taxes - Suppl Assmt.	-0.80
<b>Total Other Income</b>	<b>\$1,837.31</b>
<b>NET OTHER INCOME</b>	<b>\$1,837.31</b>
<b>NET INCOME</b>	<b>\$505,418.33</b>

# Seeley County Water District

## BALANCE SHEET

As of May 11, 2018

	TOTAL
<b>ASSETS</b>	
Current Assets	
Bank Accounts	
Cash - A/C 7053000	0.00
Cash with County	0.00
Deposits with others	0.00
Dumper Checking Acct #27754	255,071.34
General Checking-Union Bank	240,727.27
Natural Disaster Fund - Certificate of Deposit	0.00
Petty Cash - Change Box	500.00
<b>Total Bank Accounts</b>	<b>\$496,298.61</b>
Accounts Receivable	
1400 Accounts Receivable	0.00
1410 Allowance for Uncollectible	-15,200.00
<b>Total Accounts Receivable</b>	<b>\$ -15,200.00</b>
Other Current Assets	
Other Rec - Interest	0.00
Payroll Corrections	0.00
Payroll Refunds	26.22
Undeposited Funds	13,579.30
<b>Total Other Current Assets</b>	<b>\$13,605.52</b>
<b>Total Current Assets</b>	<b>\$494,704.13</b>
Fixed Assets	
2018 Ford F-150 Regular Cab	31,035.42
Accumulated Depreciation	-3,638,793.00
Chevrolet Silverado 2014	37,738.93
Computer Panel - Water Plant	12,882.61
Construction in progress-asset (Water)	1,113,538.73
Equipment	279,142.53
Furniture & Fixtures	4,524.53
Harben trailer Jet, Model E180 (Water)	47,826.12
Lift Station Aerator	1,985.00
Other - Fencing	18,712.00
Other - Fire protection	40,662.00
Q-136528 Storage Container	3,733.17
Sewer - equipment	88,676.27
Sewer - Misc.	18,443.00
Sewer - Mt. Signal Lift	1,239,288.76
Sewer - Office equipment	3,681.00
Sewer - Plant	771,654.00
Sewer - Reclam. Fac. Improv	0.00
Sewer - Structure & improv.	8,643.00
Sewer - Vehicles	14,035.33

5a  
Lot 2

	TOTAL
Sewer Project	677,682.35
Waste Effluent Station Pump	7,605.15
Water - Dist. System Improv.	1,700,000.00
Water - Equipment	108,525.59
Water - Grant Proj.	2,090,459.00
Water - Improvements	49,676.63
Water - Office equipment	6,320.43
Water - Plant	857,425.82
Water - TTHM System improv.	2,007,748.39
Water - Vehicles	55,048.33
Water Plant - Land	125,346.50
Water Valve	1,497.43
<b>Total Fixed Assets</b>	<b>\$7,784,745.02</b>
Other Assets	0.00
Other OPS-Equipment-New Assets	15,734.40
Principal Financial Group - Stock	15,734.40
<b>Total Other Assets</b>	<b>\$15,734.40</b>
<b>TOTAL ASSETS</b>	<b>\$8,295,183.55</b>
<b>LIABILITIES AND EQUITY</b>	
Liabilities	
Current Liabilities	
Other Current Liabilities	0.00
A/P - Accounts Payable	27,468.18
Deposits from Others	0.00
Direct Deposit Payable	0.00
Other A.P. - A/P	0.00
Other pay. - A/P	0.00
Payable to County of Imperial	0.00
Payroll Liabilities	11,591.38
Vacation and Sick Pay Accrual	16,573.97
<b>Total Other Current Liabilities</b>	<b>\$55,633.53</b>
<b>Total Current Liabilities</b>	<b>\$55,633.53</b>
Long-Term Liabilities	
Contract Payable	0.00
Loan Pay. USDA	-295.26
Loan Payable - USDA	161,769.05
Note Payable - Smith	0.00
<b>Total Long-Term Liabilities</b>	<b>\$161,473.79</b>
<b>Total Liabilities</b>	<b>\$217,107.32</b>
Equity	
Net Assets	7,572,657.90
Net Income	505,418.33
<b>Total Equity</b>	<b>\$8,078,076.23</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$8,295,183.55</b>

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**Regular Board Meeting: May 14, 2018**  
 Monthly Approved vs Spent Report for: **April**  
 Clerical and Administration Department:

Board President: Patrick Harris  
 Board Members: Jason Grima, Keith Baird, Esteban Jaramillo, Leslie Hill

**1) Board Approved Monthly Routine Office Supplies: \$750.00 [\$392 for stamps alone]. [\$47.10 for Sparkletts Water].**

DATE:	Vendor:	Amount Spent:	Item:	Board Meeting Date:	Remainder:	Classification	Description
4/3/2018	Staples	\$147.57	11	4/9/2018	\$226.48	Routine Monthly Office Supplies	color toner, copy paper and liners
4/3/2018	Staples	\$37.48	11	4/9/2018		Routine Monthly Office Supplies	thermal calculator rolls, copy paper
4/4/2018	Staples	\$54.98	11	4/9/2018		Routine Monthly Office Supplies	liners, toner for color printer, copy paper
4/23/2018	US Postal	\$200.00	11	4/9/2018		Routine Monthly Office Supplies	US postal stamps for billing (4-rolls)
4/15/2018	Sparkletts	\$71.91	11	4/9/2018		Routine Monthly Office Supplies	Drinking Water (5) 5 gal jugs
4/20/2018	Sprouts	\$11.58	11	4/9/2018		Routine Monthly Office Supplies	coffee
		<b>\$523.52</b>					

**3) Emergency Monthly Funds per Resolution 041315-04: \$500**

DATE:	Vendor:	Amount Spent:	EF	Reason	Description
4/19/2018	K2 Awards & Apparel	\$40.94	April	Award Plaque for Director	Red Alder Plus Plaque for board Director Award
4/23/2018	Value Added Mobility, LLC	\$115.59	April	shipping and tax were not included in quote 'for wifi services	cradle point device, for internet service for mobile office at thye water plant
		<b>\$156.53</b>			

**343.47**  
569.95

1) Total Board Monthly approved routine office supplies (including  
 3) Total Monthly Emergency Funds:

SPENT	BUDGET	REMAINING
\$523.52	\$750.00	-\$226.48
\$156.53	\$500.00	-\$343.47
<b>\$680.05</b>	<b>1,250.00</b>	<b>-\$569.95</b>

**TOTAL SPENDING: \$680.05**  
**BUDGET: (routine + emergency funds) \$1,250.00**  
**REMAINING CREDIT: -\$569.95**

Item 5  
 1 of 2



**Regular Board Meeting: April 9, 2018**  
 Monthly Approved vs Spent Report for: **March**  
 Clerical and Administration Department:  
 Board President: Patrick Harris  
 Board Members: Jason Grima, Keith Baird, Esteban Jaramillo, Leslie Hill

**1) Board Approved Monthly Routine Office Supplies: \$750.00 [\$392 for stamps alone]. [\$47.10 for Sparkletts Water].**

DATE:	Vendor:	Amount Spent:	Item:	Board Meeting Date:	Remainder:	Classification	Description
3/6/2018	Staples	\$32.67	11	3/12/2018		Routine Monthly Office Supplies	Large capacity hanging file tote for dumper station
3/6/2018	Staples	\$94.90	11	3/12/2018		Routine Monthly Office Supplies	Red card stock paper for hangers, and double window security #9 envelopes for billing
3/21/2018	Staples	\$79.39	11	3/12/2018		Routine Monthly Office Supplies	heavy duty sheet protectors, ultra fine sharpies, metal binder clips, white tabs, bic micro point black pens
3/26/2018	Sprouts	\$12.18	11	3/12/2018		Office Supplies	cinnamon coffee
3/1/2018	US Postal	\$200.00	11	3/12/2018		Routine Monthly Office Supplies	US postal stamps for billing
3/18/2018	Sparkletts	\$64.92	11	3/12/2018		Routine Monthly Office Supplies	Drinking Water (6) 5 gal jugs
		<b>\$484.06</b>			<b>\$ 265.94</b>		

**3) Emergency Monthly Funds per Resolution 041315-04: \$500**

DATE:	Vendor:	Amount Spent:	EF	Remainder:	Reason	Description
3/27/2018	Wal-Mart	\$99.83	March		Ad-Hoc Committee Mtgs-2/board mtg and other business	drinks, water, and snacks for meeting plus some fruits and nuts
3/19/2018	360 business Products	\$7.97	March		Director Name Plate	special order name plate for new director - Leslie Hill
		<b>\$107.80</b>		<b>392.20</b> 658.14		

SPENT	BUDGET	REMAINING
\$484.06	\$750.00	-\$265.94
\$107.80	\$500.00	-\$392.20
<b>\$591.86</b>	<b>1,250.00</b>	<b>-\$658.14</b>

**TOTAL SPENDING: \$591.86**  
**BUDGET: (routine + emergency funds) \$1,250.00**  
**REMAINING CREDIT: \$658.14**

1) Total Board Monthly approved routine office supplies  
 3) Total Monthly Emergency Funds:

Item 5  
 "6"  
 2 of 2

# SEELEY COUNTY WATER DISTRICT

1898 West Main Street (P.O. Box 161) Seeley, CA 92273  
Telephone: 760.352.6612 Facsimile: 760.352.0589



**Board President:** Patrick Harris

**Board Members:** Jason Grima, Keith Baird, Esteban Jaramillo, Leslie Hill

5/7/2018

## Updates:

- **General**
  - Alleys continue to be cleaned on an ongoing basis
  - Desert landscaping project for main office is almost complete
  - Office interior remodeling project update: bookshelf removed, damaged drywall removed, sink, counter, and shelving removed, plumbing rerouted through outside of office walls
  - Asst. Maintenance Manager Gustavo Pantoja obtained his valid Grade 1 Wastewater certificate. All of our operators are fully licensed in water, distribution, and wastewater. Staff in OIT/Maintenance position is working towards becoming fully licensed
- **Water and Water Distribution**
  - 2017 CCR reviewed by DDW and approved for distribution
  - DDW will issue a new WTP permit with changes in turbidity and disinfection requirements due to issues with turbidity. Specifically, they have relaxed turbidity requirements but increased disinfection requirements. This may or may not result in citations for turbidity issues (relevant emails attached to agenda packet). A conference call with DDW has been arranged for May 16th to discuss specifics to this issue.
  - WTP unit 2 is back online
  - THM removal aeration system has been running at 100% capacity since 4.23.2018. Two minor leaks and a broken flow meter have been the only issues with the system so far. The first set of THM samples were collected on May 1st. Results pending
  - Work on installing new meter on park's irrigation line began. Excavation complete, installation and notification of interruption of water service to affected customers is pending.
  - School began work on their new gymnasium. We have been in contact discussing fees and work to be performed.
  - Dead ends in distribution system continue to receive weekly flushing
- **Wastewater and collection system**
  - Waiting on rebuild or purchase of backwash pump. We have rigged up a trash pump to act as our spare to perform backwashes as needed with good results.
  - WWTP west oxidation pond aerator 4 was successfully rebuilt by operators
  - Project to bring all manhole lids up to grade continues with two being completed April 15th and April 19th.

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Monthly Expenditure log 2018

April

Date	Vendor	Amount Spent	Description/Reason	Fund Source	Book keeping Code	Item #	Demands to be Paid	Invoice/Order #	P. O.	TOTAL	Acci#8195
4.04.2018	Lowe's	\$58.07	See Note [1]	Emergency	S:W/WW						
4.04.2018	Ferguson	\$41.39	See Note [2]	Emergency	RM: WW		5/14/18		GP4418	44.8	
4.05.2018	USABlueBook	\$615.18	See Note [3]	Board Approved at 4.17.2017 Meeting	S:W/WW	5	5/14/2018	4.5.18.AG		623.88	
4.10.2018	USABlueBook	\$831.95	See Note [4]	Board Approved at 4.09.2018 meeting please see order confirmation	S:W/WW	12 13 14	5/14/2018		41018AG	648.01	
4.10.2018	Ferguson	\$211.06-tax	See Note [5]	Board Approved at 4.09.2018 meeting	S:W	27 B	5/14/2018			228.47	
4.11.2018	Ferguson	\$37.30	See Note [6]	Emergency	S:WW		5/14/2018			40.38	
4.11.2018	Seeley Market	\$24.05	See Note [7]	Emergency	Fuel						
4.11.2018	Fluence	\$1,188	See Note [8]	3.12.2018 Board Meeting	WW:Equipment	13a	5/14/2018		4112018		
4.11.2018	Superior Ready Mix	\$854.26	See Note [9]	Emergency	WW:Supplies		5/14/2018		41118JP		
4.16.2018	Lowe's	\$23.62	See Note [10]	Emergency	Tools						
4.17.2018	Lowe's	\$3.29	See Note [11]	Emergency	S:W/WW						
4.18.2018	Weebly	\$96	See Note [12]	Emergency	Subscriptions/Dues						
4.18.2018	Lowe's	\$45.36	See Note [13]	Emergency	RM						
4.19.2018	USABlueBook	\$1,914.33	See Note [14]	Board Approved at 4.09.2018 meeting ?		27A	5/14/2018			1938.45	
4.20.2018	Seeley Market	\$63.04	See Note [15]	Emergency	Fuel						
4.20.2018	Ferguson	\$100	See Note [16]	Emergency	Fuel		5/14/2018			16.6	
4.20.2018	Lowe's	\$17.18	See Note [17]	Emergency	RM: facility?						
4.23.2018	Lowe's	\$45.36	See Note [18]	Emergency	Tools						
4.24.2018	Wymore	\$45.41	See Note [19]	Emergency	S:W		5/14/2018				
4.25.2018	USABlueBook	\$214.72	See Note [20]	Emergency	S:W		5/14/2018		4.25.18.USAAG	220.16	
4.26.2018	Lowe's	\$159.38	See Note [21]	Emergency	S:WW						
4.26.2018	Wymore	\$25.00	See Note [22]	Emergency	S:WW		5/14/2018				
4.30.2018	Amazon	\$156.30	See Note [23]	Emergency	S:W/WW				Gloves-AG/Glovest(1)-AG		

Total Emergency Spending: \$1,992.55

Board Approved Expenditures: \$4,549.46

Total Spending: \$6,542.01

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- [1] purchase of 6 bags concrete for the installation of Welcome to Seeley signs, and parts for plumbing repair at the main office
- [2] Repair of WWTP backwash basin float valve
- [3] Purchase of 10 28" traffic cones, and 5 42" traffic cones using \$827.52 Board approved funds, shipping costs not included in pricing
- [4] items 12, 13, 14 from 4.09.2018 agenda. came in \$81.18 under approved amount
- [5] Concrete meter box size W7
- [6] Purchase of 10 2-1/2 stainless steel hose clamps for solids screening project at WWTP
- [7] Truck #3 fuel purchased with credit card. Odometer read: 990.7
- [8] Bearing support tube and shipping. During cleaning and assembly of aerator with parts purchased in March crew discovered damage to this part. Total spent is \$5,833 of dollars approved by the board
- [9] For sewer collection system manhole grading project: Purchase of 16 24"x3" grade rings, 4 black con seal, 10 60lb bags of concrete mix
- [10] 14" saw-chain, screnc tool
- [11] 1, 12 oz Black epoxy paint can for stenciling SCWD on new safety cones
- [12] Automatic renewal of website hosting services by Weebly
- [13] Purchase of colored rock for main office landscaping project
- [14] Purchase of one 4" water meter for park irrigation metering project. Came in \$22.41 under approved dollar amount.
- [15] Purchase of fuel for Truck 3 using credit card. Purchased 18.656 gallons at \$3.379/gallon
- [16] Purchase of 28.098 gallons at \$3.559/gallon of diesel fuel for backhoe and 5 gallons for diesel fuel container
- [17] One 3P Quickread meter box lid ordered on 09/13/2017
- [18] Purchase of 10 bags 0.5 cu ft desert sunset rock for office landscaping
- [19] Purchase of 1 374 Proto snap ring plier for rebuild of oxidation pond aerator

[20] item 34444 DPD for 10 ml, 1000 tests For cl2 residual testing

[21] Purchase of AC unit and 2 year warranty. AC for UV system enclosure

[22] 1 Repair of threads on small shaft. Work was performed on shaft of rebuilt aerator

[23] Purchase & setup of recurring delivery of 6 boxes each L and XL disposable gloves

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INVOICE DATE	INVOICE NUMBE	ANALYSIS PERFO	FACILITY	COST
4.09.2018	18-20572	See Note [1]	Water	\$130
4.09.2018	18-20554	See Note [2]	Water	\$232
4.11.2018	9308	See Note [3]	Waste	\$5,840

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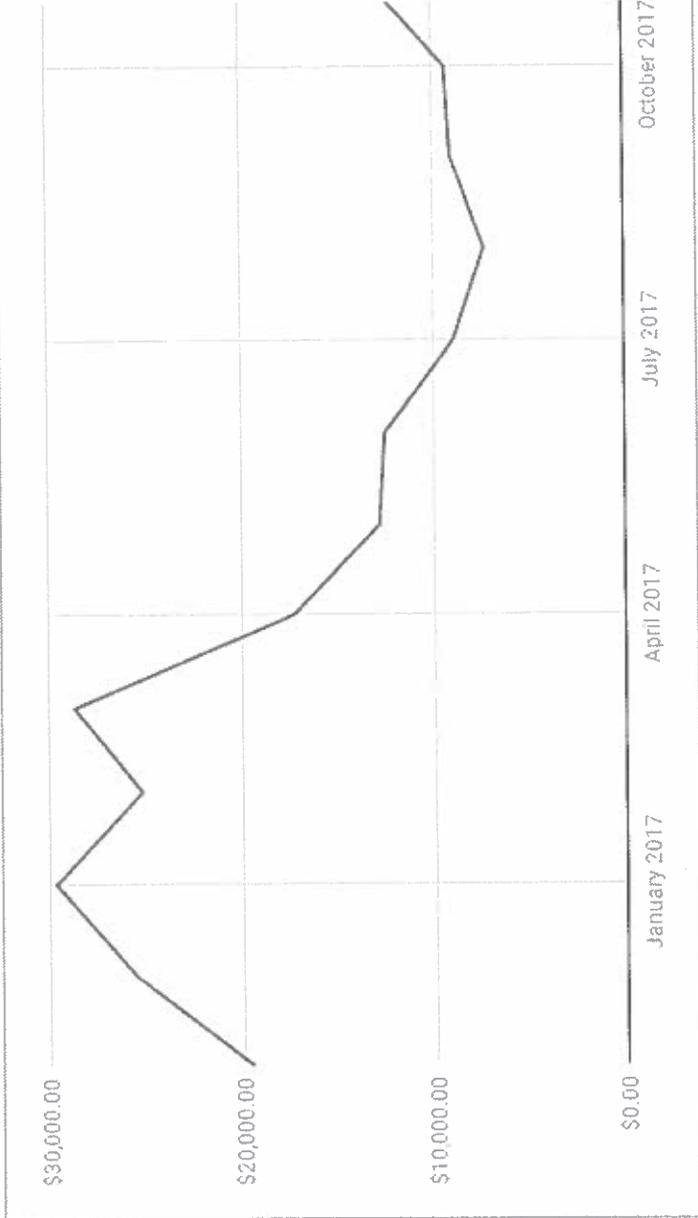
Lab Costs (2018)

- [1] 2 TOC analysis performed
- [2] 3 potable bacti, 2 raw bacti, 2 e coli
- [3] Invoice for samples collected and tested for all of Feb, March, ending at 4.4.2018  
36 BOD, 37 TSS, 2 bis-2-(ethylhexyl-phthalate) 8 copper, mercury, 1 cyanide, 11 e. coli, 11 fecal coliform, 11 total coliform, 11 enterococci, 1 oil & grease

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6 b

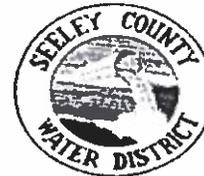
Dump Station Trends

Date	Revenue	Gallons (rounded)
November 2016	\$19,506.15	216,735
December 2016	\$25,536.60	283,740
January 2017	\$29,681.10	329,790
February 2017	\$25,199.10	279,990
March 2017	\$28,684.80	318,720
April 2017	\$17,284.50	192,050
May 2017	\$12,811.50	142,350
June 2017	\$12,518.35	139,093
July 2017	\$8,918.10	99,090
August 2017	\$7,296.30	81,070
September 2017	\$9,016.60	100,184
October 2017	\$9,292.00	103,244
November 2017	\$13,583.00	150,922
December 2017	\$17,753.40	197,260
January 2018	\$20,275.20	225,280
February 2018	\$14,997.60	166,640
March 2018	\$16,221.15	180,235
April 2018	\$10,605.60	117,840



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**SEELEY COUNTY WATER DISTRICT**  
1898 West Main Street (P.O. Box 161) Seeley, CA 92273  
Telephone: 760.352.6612 Facsimile: 760.352.0589



**Board President:** Patrick Harris

**Board Members:** Keith Baird, Jason Grima, Esteban Jaramillo, Leslie Hill

**Wastewater Treatment Plant Discharge Violations under 2017-2022 NPDES Permit**

December 2017

- Copper: 162.1ug/l

January 2018

- Copper: 104.2ug/l
  - Total recoverable daily maximum: 104 ug/l
  - Total recoverable 30 day average: 0.217 lbs/day
  - Total recoverable daily maximum limit: 0.217 lbs/day
- Enterococci: 110 MPN/100 ml

February 2018

- Copper: 71.5ug/l
  - Total recoverable daily maximum: 71.5 ug/l
  - Total recoverable 30 day average: 0.149 lbs/day
  - Total recoverable daily maximum limit: 0.149 lbs/day

March 2018

- Copper: 89.49ug/l
  - anticipating 3 total copper violations
- Cyanide: 8 ug/l
  - anticipating 3 total cyanide violations

**Legal and Regulatory Considerations**

23. Water Code section 13385, subdivision (l)(1), also requires the Colorado River Basin Water Board to assess an MMP of three thousand dollars (\$3,000) for each violation, not counting the first three violations, if the Discharger does any of the following four or more times in a six-month period (hereafter "chronic violation"):

- Violates a waste discharge requirement effluent limitation;
- Fails to file a report pursuant to Section 13260;
- Files an incomplete report pursuant to Section 13260; or
- Violates a toxicity effluent limitation contained in the applicable waste discharge requirements where the waste discharge requirements do not contain pollutant-specific effluent limitations for toxic pollutants.

24. Water Code section 13385, subdivision (l)(2) states: For the purpose of this section, a 'period of six consecutive months' mean the period commencing on the date that one of the violations described in this subdivision occurs and ending 180 days after that date.

6" e"

**Turbidity Performance**

10 messages

Ertas, Tuba@Waterboards <Tuba.Ertas@waterboards.ca.gov>  
 To: W Op <operators.scwd@gmail.com>

Thu, Apr 26, 2018 at 9:19 AM

Aaron,

Per Seeley's draft CCR, Lowest monthly percentage of samples that met Turbidity Performance Standard No 1 is reported as 92%.

I checked Seeley's May 2017 SWTR report (attached) and could not see any explanations. It looks like several full days or half days the plant was off.

Please explain why the turbidity was 92%.

**For Systems Providing Surface Water as a Source of Drinking Water**

TABLE 8 - SAMPLING RESULTS SHOWING TREATMENT OF SURFACE WATER SOURCES	
Treatment Technique <sup>(a)</sup> (Type of approved filtration technology used)	Conventional Filtration
Turbidity Performance Standards <sup>(b)</sup> (that must be met through the water treatment process)	Turbidity of the filtered water must: 1 - Be less than or equal to 0.230 NTU in 95% of measurements in a month 2 - Not exceed 1.0 NTU for more than eight consecutive hours 3 - Not exceed 1.49 NTU at any time
Lowest monthly percentage of samples that met Turbidity Performance Standard No. 1	92%
Highest single turbidity measurement during the year	0.43 NTU
Number of violations of any surface water treatment requirements	0

(a) A required process intended to reduce the level of a contaminant in drinking water  
 (b) Turbidity (measured in NTU) is a measurement of the cloudiness of water and is a good indicator of water quality and filtration performance  
 Turbidity results which meet performance standards are considered to be in compliance with filtration requirements  
 \* Any violation of a T1 is marked with an asterisk. Additional information regarding the violation is provided below

Thanks

Tuba

6" f"

W Op <operators.scwd@gmail.com>  
To: "Ertas, Tuba@Waterboards" <Tuba.Ertas@waterboards.ca.gov>

Thu, Apr 26, 2018 at 9:33 AM

Thank you for pointing that out.

Let me look through that month's data  
[Quoted text hidden]

W Op <operators.scwd@gmail.com>  
To: "Ertas, Tuba@Waterboards" <Tuba.Ertas@waterboards.ca.gov>

Thu, Apr 26, 2018 at 10:53 AM

Tuba, just an update. I'll continue looking into it but 2 weeks into the data it's clear to me that there was not enough distinction made between NTU values when the plant is producing effluent to finished storage tanks vs the values displayed in general (our combined filter effluent NTU analyzer records data to the same chart recorder whether the plant is producing water or not). The cause of this issue is chart interpretation error from the 2 weeks of data I've reviewed that was unfortunately unnoticed until just now. Embarrassingly enough it was me who did the initial chart labeling May 2017. I will keep looking into the remaining weeks data since it does seem like there are more clusters of high NTU values towards the end of the month than there were in the beginning and middle of the month.

[Quoted text hidden]

Sterchi, Sean@Waterboards <Sean.Sterchi@waterboards.ca.gov>  
To: W Op <operators.scwd@gmail.com>, "pharris.scwd@aol.com" <pharris.scwd@aol.com>  
Cc: "Ertas, Tuba@Waterboards" <Tuba.Ertas@waterboards.ca.gov>, "Granillo-Dodds, Candida@Waterboards" <Candida.Granillo-Dodds@waterboards.ca.gov>

Thu, Apr 26, 2018 at 3:11 PM

Aaron,

I reviewed the May 2017 monthly report. I compared the Water Plant Monthly Flows (Flows form) to the Monthly Summary of Monitoring for SWTR (SWTR form). I note that "OFF" was recorded in the SWTR form for many 4-hour periods when the plant was actually on according to the Flows form, at least for part of the 4-hour period. Whenever the plant is on for any amount of time during a 4-hour period, a turbidity value for that period needs to be reported on the SWTR form. Please begin doing so. We didn't find any 4-hour periods that had turbidity values reported during times that the plant was not running based on the Flow form. Therefore, we will have to use what was reported for evaluating compliance.

I note that Seeley's permit requires the turbidity performance standard to be 0.2 NTU 95%; however, Seeley's current SWTR form (at least for May 2017 spot check I did) uses 0.3 NTU. The 0.2 NTU is for conventional filtration equivalency credit, i.e. 2.5-log Giardia and 2-log virus. The 0.3 NTU standard is for direct filtration equivalency credit, i.e. 2-log Giardia and 1-log virus. Please see provision #8 and #15b in your permit (it was provision #8 & #9 in the 2005 permit). It appears Seeley failed the 0.2 NTU 95% turbidity performance standard in January, March, May, and November of 2017. In addition, Seeley failed the 0.2 NTU 95% standard in January, February and March of 2018. Seeley failed the 0.3 NTU 95% standard in May 2017. It is apparent that Seeley cannot reliably meet the 0.2 NTU 95% conventional equivalency turbidity performance standard.

Effective immediately, Seeley's plant shall be derated from conventional to direct filtration equivalency with 2-log Giardia and 1-log virus removal. The remaining reduction requirements shall be met via chlorine disinfection. Seeley shall update the CT calculations using 2-log Giardia and 1-log virus. Seeley shall submit an revised Operations Plan reflecting these changes in pathogen removal credits and CT requirements. We will need to issue a citation for the violation and the aforementioned will be included as directives.

We will conduct a more detailed evaluation of Seeley's compliance using the direct filtration credits for all months where Seeley did not meet the conventional turbidity performance standards of 0.2 NTU 95%, and will inform Seeley of our determinations. It appears Seeley has operated with excess CT than the minimum requirements with a large factor of safety. I anticipate that the overall reduction requirements may have been met with the additional CT.

Regarding the 2017 CCR, Seeley shall include the "treatment technique" violation mandatory language for failure to meet the turbidity performance standards for January, March, May, and November of 2017. Candida, please add the language to your comments on the 2017 CCR. For 2018, I intend to make the turbidity performance criteria 0.3 NTU 95% from January 1, 2018, provided we can verify that the overall reduction requirements were met with the combination of direct filtration credits and excess CT. We will need to reissue or amend the permit.

Please let me know if you have any questions.

6 "F"

Thanks

Sean

**From:** W Op [mailto:operators.scwd@gmail.com]  
**Sent:** Thursday, April 26, 2018 10:54 AM  
**To:** Ertas, Tuba@Waterboards <Tuba.Ertas@waterboards.ca.gov>  
**Subject:** Re: Turbidity Performance

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**W Op** <operators.scwd@gmail.com> Fri, Apr 27, 2018 at 8:32 AM  
**To:** "Sterchi, Sean@Waterboards" <Sean.Sterchi@waterboards.ca.gov>  
**Cc:** "pharris.scwd@aol.com" <pharris.scwd@aol.com>, "Ertas, Tuba@Waterboards" <Tuba.Ertas@waterboards.ca.gov>, "Granillo-Dodds, Candida@Waterboards" <Candida.Granillo-Dodds@waterboards.ca.gov>, mrosales@seeleywaterdistrict.com

Sean,

There was a confusion on our end related to the <0.30 95% requirement which we thought was our requirement (which is why our SWTR form uses 0.30 NTUs as you noted in your initial message). Our alarms set points which we provided to DDW while working on our permit renewal during the THM aeration system construction phase showed our HI and HIHI set points at 0.24 and 0.29 NTUs respectively, reflecting that confusion.

I understand what you're saying regarding January, March, May, and November 2017 NTU performance standards not being met as part of the permit (<0.20 95%). What I don't follow is how that translates to the CCR where we use conventional treatment and serve fewer than 10k people and that requirement is <0.30 95% which we didn't violate in Jan, March, (we did in May based on what was reported to DDW), November 2017 or Jan-March 2018. Like I said above there is a confusion on our end related to this turbidity performance standard.

I do have a related question. In reissuing or amending the permit are any of the other items pending on our end related to updating the operations plan affected as far as deadlines? (specifically revising and submitting an updated Operations Plan by August 7th 2018)

Thanks,  
[Quoted text hidden]

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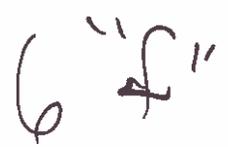
**Sterchi, Sean@Waterboards** <Sean.Sterchi@waterboards.ca.gov> Fri, Apr 27, 2018 at 9:29 AM  
**To:** W Op <operators.scwd@gmail.com>  
**Cc:** "pharris.scwd@aol.com" <pharris.scwd@aol.com>, "Ertas, Tuba@Waterboards" <Tuba.Ertas@waterboards.ca.gov>, "Granillo-Dodds, Candida@Waterboards" <Candida.Granillo-Dodds@waterboards.ca.gov>, "mrosales@seeleywaterdistrict.com" <mrosales@seeleywaterdistrict.com>

I agree there are a number of issues that are not in alignment with the permit requirements, e.g. the SWTR form and the alarm set points. Seeley's package filtration system is an "alternative filtration technology" (AFT) under the SWTR. Specifically, the technology is contact clarification. A contact clarifier can be granted direct or conventional filtration equivalency based on design, operation, and turbidity performance. For conventional equivalency, it has to meet 0.2 NTU 95%. For direct equivalency, it has to meet 0.3 NTU 95%. Turbidity performance criteria for an AFT are set via permit provisions, they are not in regulation. The regulation you are citing is for conventional treatment plants. An example of a conventional treatment plant is City of Brawley, i.e. coagulation, flocculation, sedimentation basins, and filtration, all meeting industry design criteria for conventional treatment. Seeley's AFT was deemed "conventional filtration equivalency" in the 2005 permit, and that got carried over into the 2018 permit. In my review of the turbidity performance data yesterday, the plant should have been derated to "direct filtration equivalency" some time back. We will correct this by issuing a new full system permit. The permit will also address a few updates since issuance, e.g. the decision to not require a tracer study at this time, etc. The revised Operations Plan due date will remain the same, and will need to include the 0.3 NTU 95% criteria, and changes to pathogen removal credits and resulting CT requirements. The alarm set points you mentioned below should remain as they are. As a reminder, regardless of the turbidity performance criteria, there is a requirement to optimize treatment plant performance. Most plants target <0.1 NTU, which came from the California Cryptosporidium Action Plan (not regulation). Seeley is encouraged to optimize the treatment plant to get the lowest possible turbidity with the technology.

Please let me know if you have any other questions or would like to have a call to discuss.

Thanks

Sean



**From:** W Op [mailto:operators.scwd@gmail.com]

**Sent:** Friday, April 27, 2018 8:32 AM

**To:** Sterchi, Sean@Waterboards <Sean.Sterchi@waterboards.ca.gov>

**Cc:** pharris.scwd@aol.com; Ertas, Tuba@Waterboards <Tuba.Ertas@waterboards.ca.gov>; Granillo-Dodds, Candida@Waterboards <Candida.Granillo-Dodds@Waterboards.ca.gov>; mrosales@seeleywaterdistrict.com

**Subject:** Re: Turbidity Performance

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**W Op** <operators.scwd@gmail.com>

Fri, Apr 27, 2018 at 10:15 AM

To: "Sterchi, Sean@Waterboards" <Sean.Sterchi@waterboards.ca.gov>

Cc: "pharris.scwd@aol.com" <pharris.scwd@aol.com>, "Ertas, Tuba@Waterboards" <Tuba.Ertas@waterboards.ca.gov>, "Granillo-Dodds, Candida@Waterboards" <Candida.Granillo-Dodds@waterboards.ca.gov>, "mrosales@seeleywaterdistrict.com" <mrosales@seeleywaterdistrict.com>

Thank you for that clarification.

I think we need to discuss internally first but I'm sure I will have questions and will want to set up that call to discuss.

Thanks again Sean

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**APRIL 2018(DUMPERS)  
Total Gallon Per Month**

Alpha Site Logistics	8,200	738.00
Diamond Enironmental	3,600	\$324.00
El Don	1,000	\$90.00
J & H Rent-A-Can	11,000	\$990.00
JosMar Packing, Inc.	1,100	\$99.00
Loris Sanitation Services	25,650	\$2,308.50
Prime Ag. Services	4,000	\$360.00
QT Sanitation	1,200	\$108.00
Roto Rooter	19,200	\$1,728.00
RS Harvesting	700.00	\$63.00
S & S Harvesting	0.00	\$0.00
Sharp Sanitation	36,300	\$3,267.00
Star Sanitation	4,600	\$414.00
Glamis Rentals	750	\$67.50
JJL Harvesting	180	\$16.20
Perez&Ramirez	360	\$32.40
Manzanos Harvesting, Inc	0	\$0.00
<b>Total</b>	<b>117,840</b>	<b>\$10,605.60</b>

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VENDOR	AMOUNT	PURPOSE
Patrick Harris	\$600.00	Regular Board Meeting: \$100 4/9/18; Pre-Approved 4 Admin Days @ 4/9/18 BM \$400; Lafco Mtg 5/2 \$100; [Special Meeting 4/18 \$75 not paid- over the approved amount for the month]
Jason Grima	\$175.00	Regular Board Meeting: \$100 4/9/18; Special Meeting \$75 4/18/18
Keith Baird	\$275.00	Regular Board Meeting: \$100 4/9/18; Ad-Hoc Mtg Meters \$100 4/30/18; Special Meeting \$75 4/18/18
Esteban Jaramillo	\$175.00	Regular Board Meeting: \$100 4/9/18; Special Meeting \$75 4/18/18
Leslie Hill	\$275.00	Regular Board Meeting: \$100 4/9/18; Ad-Hoc Mtg Meters \$100 4/30/18; Special Mtg \$75 4/18/18
Dennis H. Morita	\$2,440.00	Invoice 2160 1/5, 1/9, 1/9, 1/10, 1/11, 1/15, 1/16, 1/22, 1/23, 1/25, 1/26, 1/29, 1/31
Dennis H. Morita	\$3,500.00	Invoice 2173 2/1, 2/2, 2/5, 2/6, 2/6, 2/6, 2/6, 2/6, 2/7, 2/7, (3x's-2/18), (7x's-2/9), (4x's-2/12), 2/23, 2/23, 2/26
US Postal Service	\$300.00	Four (6) rolls of stamps for Postal Service #May (price of stamps rose up to \$.50 from \$.46)
ATS Laboratories	\$552.00	Inv 4/9 20572 \$130, 2/28 20275 \$95, 4/12 20605 \$95, 4/9 20554 \$232
Brenntag	\$1,249.94	Invoice BPI 830719 customer #186694 Clorine for WTP, desinfection of water
Dig Alert	\$11.65	Invoice 420180640 Member Code: SEC01 (monthly database maintenance fee \$10.00) (new ticket charges \$1.65)
Fluence USA	\$1,888.00	Invoice ASI-004233 Acct: ASI-006112 [Bearing support tube and shipping. During cleaning and assembly of aerator with parts purchased in March crew discovered damage to this part. Total spent is \$5,833 of dollars approved by the board]
Ferguson Enterprises, Inc	\$18.60	Invoice 5151295 Customer #18142 [One 3P Quickread meter box lid ordered on 09/13/2017]
Ferguson Enterprises, Inc	\$40.38	Invoice 5957827 Customer #18142 [Purchase of 10 2-1/2 stainless steel hose clamps for solids screening project at WWTP]
Ferguson Enterprises, Inc	\$44.80	Invoice 5930184 customer #18142 [Repair of WWTP backwash basin float valve] (AprilEF)
Ferguson Enterprises, Inc	\$228.47	Invoice 5953813 customer #18142 [Concrete meter box size W7]
Imperial Valley Environmental Lab, Inc.	\$5,840.00	Invoice 9308 4/11 [copper analysis, e.coli, microbiology, fecal coliform, mercury, oil & grease epa]
Lowe's	\$976.24	Acct 9800 640995 1 (supplies and various items for facility building repairs)
Lori's Sanitation	\$220.00	Invoice 3917 12/1 rental & service of skit #7 & skid 230 (portapotty waste pick-up)
Lori's Sanitation	\$220.00	Invoice 4248 2/1 rental & service of skit #7 & skid 230 (portapotty waste pick-up)
Lori's Sanitation	\$220.00	Invoice 4473 4/2 rental & service of skit #7 & skid 230 (portapotty waste pick-up)
Lori's Sanitation	\$220.00	Invoice 4620 5/1 (rental & service of skit #7 & skid 230 (portapotty waste pick-up)
Pep Boys	\$27.64	Cust. No# 80887373 [truck repairs, alternator, battery, serpentine belt, and air filter] note: remaining balance
USA BlueBook	\$1,938.25	Inv. 550583 Cust.#69946 [Purchase of one 4" water meter for park irrigation metering project. Came in \$22.41 under approved dollar amount.]
USA BlueBook	\$648.01	Inv. 541831 Cust#69946 [various supplies for dump station, circular charts, cyanide test kit, declorniation tablets]
USA BlueBook	\$623.88	Inv. 538884 Cust#69946 [10 28" traffic cones, and 5 42" traffic cones]
USA BlueBook	\$220.18	Inv. 555688 Cust#69946 [1 dispenser 10 ml sample 1000]
USA BlueBook	\$20.00	Inv. 492116 Cust#69946 [Replacement dessicant Bag refill] past due
USA BlueBook	\$8,040.00	Loan #08 code 91 case #04-013-0956006612 [TTHM reduction project, June 16, 2011]
USDA	\$283.09	Account#8195 Statement 3/30-4/27 [weebly.com domain \$96 dues & subscriptions: WWVD], [SEELEY MARKET \$187.09: FUEL WWVD]
Union Bank		

1072

DEMANDS #1020

Union Bank	\$168.44	Account#8203 Statement 3/30-4/27; 13/29 MyFax \$10, 4/4 Intuit Payroll \$52.50, 4/18 Intuit QB online \$65 - TOTAL Dues and Subscriptions WWD \$127.50 [K2 Awards&Apparel \$40.94 WWD: Office Expense]
USA BlueBook	\$623.88	Invoice 538884 Cust No. 69946 (Traffic cones with base and traffic cones for safety)
USA BlueBook	\$648.01	Invoice 541831 Cust No. 69946 (Supplies for water and waste plant)
Wymore, Inc Industries	\$45.41	Acct# SEE100 Inv.:1196725 [prot snap ring plier]
Wymore, Inc Industries	\$25.00	Acct# SEE100 Inv.:1196784 [1 Repair of threads on small shaft. Work was performed on shaft of rebuilt aerator]
Sellers Petroleum	\$488.03	Invoice # CL 97156-IN Acct 6677 4/30/18 (card total miles: 150.246)
Superior Ready Mix	\$854.26	Invoice 948709 Acct SEELE005 [For sewer collection system manhole grading project: Purchase of 16 24"x3" grade rings, 4 black con seal, 10 60lb bags of concrete mix]
State Compensation Ins. Fund	\$3,664.27	Policy 255086-17 final audit statement-2017 [water companies/clerical office employees] - ANNUAL RPT.
Valley PEST Services, Inc	\$136.00	Acct 22911 [inv. 1404404 waste \$38 water \$30] [inv. 1405296 waste \$38 water \$30]
Nancy Obeso	\$78.48	Reimbursement 4/10, 4/12, 4/17, 4/19, 4/25, 5/2, 5/5, 5/8, trip t/bank & bookkeeper (paid at the rate of 54.5 per mile)
Patrick Harris	\$8.94	Reimbursement mileage May 2nd, Lafco commission meeting [16.4miles x54.5 per mile]
<b>General Fund</b>	<b>\$51,008.45</b>	

Above demands approved by the Board at the April 9, 2018

Capital Improvement / Dumper Acct **\$4,896.00**  
 Total **\$55,904.45**

Board President

Administrative General Manager & Secretary of the Board

7:20 of 2

# SEELEY COUNTY WATER DISTRICT

1898 West Main Street (P.O. Box 161) Seeley, CA 92273

Telephone: 760.352.6612 Facsimile: 760.352.0589



Board President: Patrick Harris

Board Members: Jason Grima, Keith Baird, Esteban Jaramillo, Leslie Hill

## MINTUES OF REGULAR MEETING

Date: April 9, 2018, MONDAY

Where: SCWD Office, 1898 W. Main Street, Seeley CA 92273

Time: 6:30 PM

1. Call to Order
  - a. Pledge of Allegiance
  - b. Quorum - Roll Call
    - Director 1 Jason Grima
    - Director 2 Keith Baird
    - Director 3 Esteban Jaramillo
    - Director 4 Leslie Hill
    - Director 5 Patrick Harris

Also Present:

**Administrative General Mgr. & Secretary of the Board Miriam Rosales, Maintenance Manager Aaron Garcia, General Counsel Dennis Morita, Chief Operator John Kemp, Todd Richardson. Other members of the Public: Michael Morales, Teamster Rep. Other members of the public: Mia Rosales, Cameron Bucher, John Kemp, Scott Rogers, Jorge Rosales, Jack Holt and Juny Marmolejo**

2. Discussion of the Agenda
  - a. Items to be pulled from the Action Calendar.
  - b. Items to be pulled from the Discussion Calendar.
  - c. Emergency Items to be added.
  - d. Approval of the agenda.

**Director Harris made a motion to approve the Agenda with changes noted to item 8 and 9. Seconded by Director Hill. Discussion of the Board and Public followed. The motion carried with all members voting in the affirmative.**

3. Board Member Reports / Announcements.

### **PUBLIC COMMENT**

This is the opportunity for the members of the public to address the board on any matter within the Board's jurisdiction. Any action taken as a result of public comment shall be limited to direction to staff. State your name for the record prior to providing your comments. Please address the board as a whole, through the chairman. Individuals will be

given (3) minutes to address the board. Public comments will be limited to a maximum of 21 minutes. The public will be allowed to comment on specific items on the agenda after board discussion.

### DISCUSSION CALENDAR SECTION I

4. Engineer's Report: The Holt Group, Jack Holt

**Director Grima made a motion to receive Engineer's Report. TTHM Project is coming to a close. Seconded by Director Hill. Discussion of the Board and Public followed. The motion carried with all members voting in the affirmative.**

5. Secretary Report

- a. Financial Reports
- b. Miscellaneous/Correspondence
- c. Payroll summary

**Director Hill made a motion to receive Secretary Report. Seconded by Director Grima. Discussion of the Board and Public followed the motion carried with all members voting in the affirmative.**

6. Chief Operators Report

- a. Accomplished Tasks
- b. Water Treatment Plant Reports and Laboratory Results
- c. Waste Water Treatment Plant Reports and Laboratory
- d. Dumper Station
- e. Violations/Correspondence

**Director Hill made a motion to approve item 6. Seconded by Director Grima. Discussion of the Board and Public followed. The motion carried with all members voting in the affirmative.**

### CONSENT CALENDAR SECTION I

Any consent item can be removed from the consent list by request of the board or any member of the public for consideration separately.

7. Demands (Accounts Payable)

8. Approval of Minutes: REGULAR MEETING ~~February 12, 2018~~ March 12, 2018

9. ~~Authorize 4 Administrative days for the President of the Board for the month of January 2018.~~

**Mr. Harris moved to strike item 9 from the agenda under the consent calendar. Seconded by Director Hill. Discussion of the Board and Public followed. The motion carried with all members voting in the affirmative.**

10. Approval of the purchase of Sodium Hypochlorite for Water Treatment Plant from Brenntag Co. for a total cost not to exceed in the amount of \$1,145.12 (tax and freight included).

8a

11. Approval of purchase of routine office supplies (paper, stamps and cleaning supplies for office (envelopes, copy paper, toner for printers and copier, toilet paper, paper towels, eight rolls of postage stamps, cleaning liquid, trash liners/bags, dish soap, bathroom cleaner, disposable water/coffee cups) not to exceed \$750.00 {Sparkllets drinking water service \$50.87} [\$400 for stamps alone].

12. Approval for the purchase of 2 boxes Honeywell Circular Chart Paper, and 2 packs each of red/purple Universal Chart Pens for Circular Recorders total not to exceed \$295.67 (price includes estimated tax and shipping costs)

13. Approval for the purchase of a Hach CYN-3 Cyanide test kit from USABluebook in the amount of \$226.81 (price includes estimated tax and shipping costs)  
*This item will be used for testing dumpers for Cyanide. It cannot test low enough as required by our waste permit but it will give us a positive or negative read for dumpers which will help us narrow down our search for possible cyanide sources. So, this may be a cost that can be applied to the compliance project.*

14. Approval for the purchase of *Hach Spec Check Chlorine Color Secondary Standards* for WTP handheld chlorine analyzer (1 set) and *USA Blue Book brand DE chlorinating tablets* (1 - 45lb pail) for WTP emergency water DE chlorinating from USABluebook in the amount of \$390.65 (price includes estimated tax and shipping costs)

**Director Grima made a motion to approve items 7 through 14, (Excluded item 9) Seconded by Director Baird. Discussion of the Board and Public followed. The motion carried with all members voting in the affirmative.**

#### DISCUSSION/ACTION CALENDAR

15. Discussion of changes to the Westerra buy-out schedule of the (“PPA”) Solar Energy Power Purchase and Sale Agreement, cost increased, from \$280,000 to \$413,000 because system is entirely a permanent carport versus mobile and ground mount. The Cost of the Carport will be absorbed by Westerra due to the increase in size of the proposed carport. This does not affect the contracted price of the electricity nor does it affect any of the other contract terms. The buy-out schedule similarly sets the price that Seeley would pay to buy the facility from Westerra if it elects to do so as permitted under the contract on the 8<sup>th</sup> year. Right now, if Westerra keeps the pace, Westerra could see construction begin in the next few months and wrap up sometime in mid-summer. The EPC team came onsite on March 29 of 2018 for a final design and parking structure placement.

In addition, there are two new 20HP pumps that were just installed, together with a control board and ac system that are supposed to begin operating in the next few months and which are supposed to run continuously to circulate treated water. This could substantially increase the amount of SCWD’s consumption which would could offset, and reduce cost.

**Mr. Harris called a Special meeting for Wednesday April 18<sup>th</sup> at 6:30pm. Westerra to work with Mr. Morita Seeley’s Legal Counsel regarding addendum to the (PPA) Power Purchase Agreement, and to be placed on the agenda for review and approval.**

8a

16. Discussion/Action the Board to review and approve the draft preliminary concepts graphic for Bates Park from Kimley-Horn and Associates. A few things to keep in mind:

- These are preliminary concepts used to explore horizontal relationships and program elements only, the final master plan will include more refinement & detail.
- Concept elements are interchangeable (Ramada area from Concept A could be combined with pathway from Concept B to create the final master plan)
- The board is to approve concepts before releasing the designs to the public.
- In Addition, Kimley-Horn has provided a questionnaire, for public comment and community involvement; the questionnaire will help to gain additional input on the graphic(s). If there are any major comments, we should update the questionnaire before releasing it to the public.

Once both questionnaire and preliminary concept are approved, they will be uploaded to SCWC's webpage and disbursed to the public through the District Office. In addition, we will also send out announcement by e-blast for those customers whom we have an email for. The public will have until May 11<sup>th</sup> to comment and turn in the questionnaire.

**Director Baird made a motion to approve concept A, with changes discussed. Seconded by Director Hill. Discussion of the Board and Public followed. Director The motion was taken to a roll call vote. The motion passed with all members voting in the affirmative. Ayes: Directors Jaramillo, Baird, Harris, Grima, and Hill Noes-Absent:**

<b>Director 1</b>	<b>Jason Grima</b>	<b>Yes</b>
<b>Director 2</b>	<b>Keith Baird</b>	<b>Yes</b>
<b>Director 3</b>	<b>Esteban Jaramillo</b>	<b>Yes</b>
<b>Director 4</b>	<b>Leslie Hill</b>	<b>Yes</b>
<b>Director 5</b>	<b>Patrick Harris</b>	<b>Yes</b>

17. Discussion/Action to appoint a Presiding Officer (and potentially an alternate) for Seeley County Water District for the purpose of participating in a Special District Selection Committee pursuant to communication received from LAFCO (see attachment A). Should the board decide to participate in the selection committee, while voluntary, such appointment shall be by way of Resolution (see draft attached).

*The presiding officer or alternate that sits on the committee can vote on who is appointed to the RDA Oversight Board, and also if the special districts are on the LAFCO commission, they can vote on who is appointed. As for other duties, it's not a monthly committee meeting, may only be once a year if necessary.*

**Director Hill made a motion to approve resolution Mr. Harris to be appointed as the Presiding Officer through the end of May of 2018. Seconded by Director Grima. Discussion of the Board and Public followed the motion carried with all members voting in the affirmative. The motion was taken to a roll call vote. The motion passed with all members voting in the affirmative. Ayes: Directors Jaramillo, Baird, Harris, Grima, and Hill Noes- Absent:**

<b>Director 1</b>	<b>Jason Grima</b>	<b>Yes</b>
<b>Director 2</b>	<b>Keith Baird</b>	<b>Yes</b>
<b>Director 3</b>	<b>Esteban Jaramillo</b>	<b>Yes</b>
<b>Director 4</b>	<b>Leslie Hill</b>	<b>Yes</b>
<b>Director 5</b>	<b>Patrick Harris</b>	<b>Yes</b>

Ja

**Tabled**

**18.** Discussion/Action On April 3 of 2018 a meeting took place with the County Planning Department, to discuss the Coyne Ranch Specific Plan. It has been determined that Seeley County Water District ("SCWD") is to take the following actions to be prepared for any new development within SCWD's area of influence.

1. Adopt a **Resolution** - Establishing Additional Fees and Deposits for Engineering Activities – Engineers to review plans/studies for Seeley County Water District. Resolution 2018- has been drafted for review and to be placed on the next regular board meeting for approval.
2. Once the plans are done, and the project gets started, the developer will want a Will Serve Letter from SCWD. We will provide that, and a bill for capacity fees.
3. **Connection fees-** *(Currently in place, but will need to be amended to add actual cost)*. Charged after inspection of connection for Actual Cost (man hours and equipment) and invoiced by SCWD to customer.
4. Adopt a **Resolution-** establishing a cost recovery method for service costs of new development within the District's Service Area. To be drafted
5. Adopt an **Ordinance-**establishing a cost recovery method for service costs of new development within the District's Service Area. – This is designed to cover additional impacts to SCWD. Example SCWD has to provide hauled waste processing, solid waste, and water and sewer services. This ordinance gives SCWD the ability to establish special taxes or charge the developer to mitigate the impacts. To be drafted.
6. Adopt a **Resolution** – establishing an inspection fee and review of tentative maps. To be drafted
7. Adopt a **Resolution** – establishing fees for inspection and related administrative work for subdivisions and public improvements. To be drafted.

**Tabled**

**19.** Discussion/Action Seeley County Water District to review draft Resolution 2018-\_\_ to establish Additional Fees and Deposits for Engineering Activities.

**Director Harris made a motion to approve items 18 and 19. Seconded by Director Baird. Discussion of the Board and Public followed. The motion carried with all members voting in the affirmative 18 and 19 to be tabled**

8a

20. Discussion/Action Seeley County Water District seeking a proposal from The Holt Group to review the Coyne Ranch Specific Plan for the Water and Wastewater Studies, this is to determine how the Coyne Ranch project can be served and what improvements if any need to be made. After the Holt Group completion of review, a “comment letter” is to be drafted for submission to the County Planning Department for the Coyne Project.

- Once the County approves the project, if they approve it, then Coyne will have to file an application with LAFCO to include the area, and Seeley County Water District will have to update the Service Area Plan. All fees will be billed to the Coyne Ranch Development

**Director Hill made a motion to amend and approve item 20 to include in The Holt Group’s proposal (Coyne to be billed). Developer to make a deposit before Engineers reviews. Seconded by Director Grima. Discussion of the Board and Public followed. The motion carried with all members voting in the affirmative**

**“The Holt Group will submit a proposal to complete the review of water and sewer studies for the Coyne Development Project, which will include a cost, and The Holt Group will do a Recommendation in terms of the deposit in which SCWD will ask Coyne before The Holt Group starts the actual study, and Seeley will need to have the deposit, confirmed by the General Manager before we move forward with Engineering”.**

21. Discussion/Action seeking approval from the Board to accept the Ad-Hoc Committee (Directors Hill and Jaramillo) recommendation to accept Hazen and Sawyer as the Engineering group to Plan and Design the Upgrades to the Wastewater Treatment Plant Facility.

**Director Grima made a motion to approve the recommendation to accept Hazen as the Engineering group to plan and design the upgrades to the wastewater treatment plant. Seconded by Director Hill. Discussion of the Board and Public followed. The motion was taken to a roll call vote. The motion passed with all members voting in the affirmative. Ayes: Directors Jaramillo, Baird, Grima, and Hill Abstained: Director Harris Noes: Absent:**

<b>Director 1</b>	<b>Jason Grima</b>	<b>Yes</b>
<b>Director 2</b>	<b>Keith Baird</b>	<b>Yes</b>
<b>Director 3</b>	<b>Esteban Jaramillo</b>	<b>Yes</b>
<b>Director 4</b>	<b>Leslie Hill</b>	<b>Yes</b>
<b>Director 5</b>	<b>Patrick Harris</b>	<b>Abstained</b>

8a

22. Discussion/Action seeking approval from the Board to accept the Ad-Hoc Committee (Directors Baird and Hill) recommendation to accept Hazen and Sawyer as the Engineering group to plan and design the Compliance Project.

1. To use the \$216,000 fine issued by (RWQCB) Regional Water Quality Control Board towards the engineering plan, and design to upgrade the dump station site.
2. The design at the dump station to include 2 concrete holding wells, (1 for monitoring: testing of ph. levels, temp, cyanide and copper). Or, to utilize existing Clemson ponds as holding stations for monitoring.

**Director Baird made a motion to approve the recommendation to accept Hazen as the Engineering group to plan and design the upgrades to the wastewater treatment plant. Seconded by Director Hill. (A program to present to the regional board to settle and Hazen approved to move forward to make a future proposal, construction will be last) Discussion of the Board and Public followed. The motion was taken to a roll call vote. The motion passed with all members voting in the affirmative.**

**Ayes: Directors Jaramillo, Baird, Grima, and Hill Noes: Director Harris Absent:**

<b>Director 1</b>	<b>Jason Grima</b>	<b>Yes</b>
<b>Director 2</b>	<b>Keith Baird</b>	<b>Yes</b>
<b>Director 3</b>	<b>Esteban Jaramillo</b>	<b>Yes</b>
<b>Director 4</b>	<b>Leslie Hill</b>	<b>Yes</b>
<b>Director 5</b>	<b>Patrick Harris</b>	<b>No</b>

~~23. Discussion/Action seeking the approval from the Board for the Seeley County Water District Staff, Aaron Garcia Chief Plant Operator to make the proposal for the Compliance Project.~~

**Director Harris made a motion to remove item 23. Seconded by Director Hill. Discussion of the Board and Public followed. The motion carried with all members voting in the affirmative**

24. Discussion/Action - the Administrative General Manager and Chief Plant Operator are recommending and seeking approval from the Board President, and the Board to form an Ad-Hoc Committee, to explore the pros and cons, costs, and practicality of smart water meter technology for the future of Seeley County Water District by creating an Ad Hoc committee to view and attend a short presentation and Q&A session, held by a smart meter vendor.

**The Seeley County Water Board President Harris so directs to approve an Ad-Hoc Committee for review of smart water meters, Directors Baird and Hill to make up the Committee.**

25. Discussion/Action to approve invoices for payment once “pay-requests” are approved and disbursed by USDA, payment is contingent only upon USDA disbursement into the Seeley County Water District Capital Improvement Account, and payment will be to A&R Construction in the total amount of \$19,902.73 and to The Holt Group in the amount of \$5,000.00. Re: Water Treatment Plant TTHM Improvement Project.

**Director Hill made a motion to approve payment once USDA deposits into Capital Improvement Account. Seconded by Director Grima. Discussion of the Board and Public followed. The motion carried with all members voting in the affirmative.**

8a

26. Discussion/Action to approve required annual calibrations of flow meters and analyzers at both the water and wastewater treatment plant facilities.

Options are as follows:

Option A: Gold Coast Environmental. Total not to exceed \$4,125

Option B: RSIS. Total not to exceed \$1,182

Option C: DDP Electric Inc. Total not to exceed \$1,000

**Director Harris made a motion to approve RSIS option B. Seconded by Director Grima. Discussion of the Board and Public followed. The motion carried with all members voting in the affirmative.**

27. Approval of the purchase of a 4" direct read water meter and a No. W7 size meter box for the metering of a currently unmetered irrigation line supplying the John Bates Memorial Park.

A. Meter will be purchased from USABluebook. Total not to exceed in the amount of \$1,936.74 (estimated tax and shipping included in costs)

B. Meter box will be purchased from Ferguson. Total not to exceed in the amount of \$247.72 pricing pending.  
Grima/Hill A and B

**Director Grima made a motion to approve both A & B under item 27. Seconded by Director Hill. Discussion of the Board and Public followed. The motion carried with all members voting in the affirmative.**

28. Discussion/Action seeking approval from the Board to purchase a Verizon Cradle point for the mobile office which will become the Operator Office (location: water plant) the Cradle point includes tier two support for 1 year. An external antenna is recommended for \$160. This will support the office devices, plus the additional security cameras to be installed. The total monthly subscription will be \$37.99 per month and our monthly Verizon bill will not increase, purchase price for the Cradle point is \$899. Total purchase not to exceed in the amount for both the antennae and Cradle point \$1059.00

**Director Grima made a motion to item 28. Seconded by Director Hill. Discussion of the Board and Public followed. The motion carried with all members voting in the affirmative.**

29. Discussion/Action to purchase exterior steel door with frame system, deadbolt and keyed door knob plus weather-stripping materials for mobile office at the water plant. Total purchases not to exceed in the amount of \$400.00

**Director Hill made a motion to item 29. Seconded by Director Grima. Discussion of the Board and Public followed. The motion carried with all members voting in the affirmative.**

8a

30. Discussion/Action to purchase steps for the mobile office at the water plant.

**Option A:** Mobile Home Parts Store: Fiberglass steps with safety railing \$356.48 freight shipping \$192.94 and tax \$29.40. Total price not to exceed **\$580.00**

**Option B:** Upside Access Solutions: Aluminum steps with safety railing \$636, freight shipping \$345. Total price not to exceed in the amount of **\$981.00**

**Director Grima made a motion to approve item 30, Option B. Seconded by Director Hill. Discussion of the Board and Public followed. The motion carried with all members voting in the affirmative.**

31. Discussion/Action seeking approval for mileage reimbursement for Gary Thornburg-Operator II, for a Free Training he attended "Leak Detection Principles and Water Loss Accountability" Total roundtrip miles 211 x 54.5 per mileage standard rate. Total reimbursement in the amount of **\$115.00**.

**Director Hill made a motion to approve item 31. Seconded by Director Grima. Discussion of the Board and Public followed. The motion carried with all members voting in the affirmative.**

32. Discussion/Action seeking approval for mileage reimbursement and Water Treatment Certification Review Training in the amount of \$250 for grades 1&2 for Jonan Medrano-Operator in Training. Total roundtrip miles for 2 days 430 miles x 54.5 per mileage standard rate = \$234.36. Total mileage and training reimbursement in the amount of **\$484.36**.

**Director Hill made a motion to approve item 32. Seconded by Director Grima. Discussion of the Board and Public followed. The motion carried with all members voting in the affirmative.**

33. Discussion/Action seeking approval for reimbursement for Wastewater Operator Certificate renewal fee for Amado Ramirez. Total reimbursement not to exceed in the amount of **\$210.00**

**Director Hill made a motion to approve item 33. Seconded by Director Grima. Discussion of the Board and Public followed. The motion carried with all members voting in the affirmative.**

34. Discussion/Action seeking the final approval of service man image for the Robert Bates Memorial Park flagstone etching.

Option A. Image of Face

Option B. Image of Full Shaded Service Man

**Director Hill made a motion to approve option B, item 34. Seconded by Director Baird. Discussion of the Board and Public followed. Ayes: Directors Baird, Grima, Hill and Harris Noes: Director Jaramillo Absent: The motion passed by majority.**

**Going into Closed Session 8:34 p.m.**

**CLOSED SESSION:**

35. Conference with Legal Counsel

Anticipated Litigation – Significant exposure to Litigation (54956.9(d) (2)  
1 potential cases). Full market value, since taking over the account since June 2016

**OTHER ITEMS**

**Coming out of Closed Session 9:07 p.m.**

**Director Jaramillo made a motion to approve item 32. Seconded by Director Grima. Discussion of the Board and Public followed. The motion carried with all members voting in the affirmative.**

**Meeting Adjourned at: 9:08 p.m.**

**Next regular meeting: MONDAY, May 14, 2018 at 6:30 P.M**

# SEELEY COUNTY WATER DISTRICT

1898 West Main Street (P.O. Box 161) Seeley, CA 92273

Telephone: 760.352.6612 Facsimile: 760.352.0589



Board President: Patrick Harris

Board Members: Jason Grima, Keith Baird, Esteban Jaramillo, Leslie Hill

## MINUTES OF SPECIAL MEETING

Date: April 18, 2018, WEDNESDAY

Where: SCWD Office, 1898 W. Main Street, Seeley CA 92273

Time: 6:30 PM

1. Call to Order
  - a. Pledge of Allegiance

**Director Harris led the Pledge**

- b. Quorum - Roll Call

<b>Director 1</b>	<b>Jason Grima</b>	
<b>Director 2</b>	<b>Keith Baird</b>	
<b>Director 3</b>	<b>Esteban Jaramillo</b>	<b>arrived 6:45</b>
<b>Director 4</b>	<b>Leslie Hill</b>	
<b>Director 5</b>	<b>Patrick Harris</b>	

2. Discussion of the Agenda
  - a. Items to be pulled from the Action Calendar.
  - b. Items to be pulled from the Discussion Calendar.
  - c. Emergency Items to be added.
  - d. Approval of the agenda.

**Director Hill made a motion to approve item 2 under the consent calendar.**

**Seconded by Director Baird. Discussion of the Board and Public followed. The motion carried with all members voting in the affirmative.**

3. Board Member Reports / Announcements.

**Nothing to report**

### **PUBLIC COMMENT**

This is the opportunity for the members of the public to address the board on any matter within the Board's jurisdiction. Any action taken as a result of public comment shall be limited to direction to staff. State your name for the record prior to providing your comments. Please address the board as a whole, through the chairman. Individuals will be given (3) minutes to address the board. Public comments will be limited to a maximum of 21 minutes. The public will be allowed to comment on specific items on the agenda after board discussion.

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**CONSENT CALENDAR SECTION I**

4. Authorize 4 Administrative days for the President of the Board for the month of April 2018.

**Director Hill made a motion to approve item 4 under the consent calendar. Seconded by Director Baird. Discussion of the Board and Public followed. The motion carried with all members voting in the affirmative.**

**DISCUSSION CALENDAR SECTION I**

5. Secretary Report

b. Miscellaneous/Correspondence

**(Please see attached back-up).**

**DISCUSSION/ACTION CALENDAR**

6. Discussion/Action as previously discussed at the Regular board meeting of April 9 of 2018, an item was to be placed for further review, and discussion. Below are the proposed amendments by Westerra which are in final draft form and can be modified (as necessary), but are otherwise ready for execution once the board determines the best option.

**PPA Amendment Option 1** - this amendment only changes Exhibit C (Termination/Buy out Schedule) based on the original system, size. If the Board elects this option, the system size and configuration will remain as we originally offered.

**PPA Amendment Option 2** - this amendment would change both Exhibit B (System Information) and Exhibit C (Termination/Buy out Schedule). If the Board elects this option, the system size will increase approximately 70kw (33% larger) to accommodate the new pump that will run continuously on the post-treated water. As the system would be larger, so too will the Termination/Buy out Schedule amounts increase.

In either case, both proposed amendments are in final draft form and can be modified (as necessary), but are otherwise ready for execution depending on whatever action the Board may take at Wednesday's special meeting.

**Director Grima made a motion to PPA Amendment Option 2. Seconded by Director Jaramillo. Discussion of the Board and Public followed the motion carried with all members voting in the affirmative. The motion was taken to a roll call vote. The motion passed with all members voting in the affirmative. Ayes: Directors Jaramillo, Baird, Harris, Grima, and Hill      Noes-      Absent:**

<b>Director 1</b>	<b>Jason Grima</b>	<b>Yes</b>
<b>Director 2</b>	<b>Keith Baird</b>	<b>Yes</b>
<b>Director 3</b>	<b>Esteban Jaramillo</b>	<b>Yes</b>
<b>Director 4</b>	<b>Leslie Hill</b>	<b>Yes</b>
<b>Director 5</b>	<b>Patrick Harris</b>	<b>Yes</b>

**OTHER ITEMS**

86

**Director Hill made a motion to adjourn. Seconded by Director Grima. Discussion of the Board and Public followed. The motion carried with all members voting in the affirmative.**

**Meeting Adjourned at: 6:55 p.m.**

**Next regular meeting: MONDAY, May 14, 2018 at 6:30 P.M**

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President, SCWD Board

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Administrative General Manager & Secretary of the Board

86

SEELEY COUNTY WATER DISTRICT  
1898 West Main Street (P.O. Box 161) Seeley, CA92273  
Telephone: 760.352.6612  
Facsimile: 760.352.0589



ORDINANCE NO. 4

AN ORDINANCE OF THE SEELEY COUNTY WATER DISTRICT ESTABLISHING COMPENSATION FOR THE BOARD OF DIRECTORS

BE IT ORDAINED BY THE BOARD OF DIRECTORS OF SEELEY COUNTY WATER DISTRICT AS FOLLOWS:

Section 1. Authority.

California Water Code Sections 30507 and 20200 et seq. provide the authority and procedure for establishing compensation for members of the board of directors of the District. Section 30507 stipulates that a director can receive not to exceed one hundred dollars (\$100.00) for each day's attendance at meetings or for each day's service rendered as a director by request of the board, not exceeding a total of six days in any calendar month. Section 30507 also allows for reimbursement of expenses incurred in the performance of his or her duties required or authorized by the board.

Section 2. Compensation.

- |   |                       |
|---|-----------------------|
| a) Regular Board meetings:                      | \$100.00 per meeting. |
| b) Special Board Meetings:                      | \$ 75.00 per meeting. |
| c) Emergency Board Meetings:                    | \$ 75.00 per meeting. |
| d) Attendance at meetings/rendering of services | \$100.00 per day.     |
- approved in advance by the Board.

The total number of days' compensated as set forth herein shall not exceed six days in any calendar month.

Item 9  
1 of 2

Section 3. Travel Expenses.

Provided the Board has approved use of a private vehicle in advance for the purpose of facilitating the performance of activities on behalf of the District, the Director shall be reimbursed for mileage at the IRS business allowance rate now in effect or as hereafter established from time to time.

Section 4. Severability.

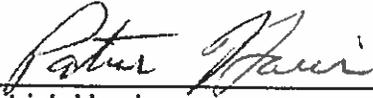
If any section, subsection, paragraph, sentence, clause, or phrase of this Ordinance, or any part thereof, is for any reason held to be invalid, such decision shall not affect the validity of the remaining portions of this Ordinance or any part thereof. The Seeley County Water District hereby declares that it would have passed each section, subsection, subdivision, paragraph, sentence, clause, or phrase thereof, irrespective of the fact that any one or more sections, subsections, subdivisions, paragraphs, sections, subsections, subdivisions, paragraphs, sentences, clauses, or phrases be declared invalid.

Section 5. Repeal of Prior Enactments.

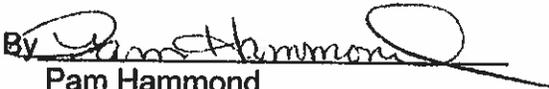
Any prior enactments regarding the subject matter of this ordinance are hereby repealed.

Section 6. Effective Date. This Ordinance shall take effect sixty (60) days from and after its adoption. Within fifteen (15) days after adoption, it shall be published in a newspaper of general circulation published and circulated in the District, or if there is none, it shall be posted in at least three public places in the District or published in a newspaper of general circulation printed and published in the county and circulated in the District.

Adopted, passed and approved at a regular Meeting of the Board of Directors of Seeley County Water District of Seeley, California, held on the 9<sup>th</sup> day of March, 2015.

  
\_\_\_\_\_  
Patrick Harris  
President of the Board of Directors  
Seeley County Water District

Attest:

By   
Pam Hammond  
Secretary to the Board of Directors  
of Seeley County Water District

# Imperial County Water Boards Leadership Institute

Do you sometimes wonder if your board is complying with all the Brown Act rules? Do you ever wonder if there is a better way to manage staff, finances and projects? Would you like help understanding some of the technical aspects of a water system? Have you heard about Sustainable Groundwater Management Act (SGMA) and wonder how, or if, the new ground water regulations will impact your community or your board?

Save these 2018 dates  
(9:00 am–4:00pm):

- *February 3*
- *March 3*
- *March 24*
- *April 14*
- *May 19*
- *June 9*

Rural Community Assistance Corporation (RCAC), the Environmental Defense Fund (EDF) and Imperial County invite you to join a uniquely effective leadership development institute. This program strengthens community leadership by teaching skills and tools to be more intentional, effective and energized leaders and by building a network of other leaders in your area. Participants must be current or aspiring members of water or sewer district boards of directors from disadvantaged communities, staff, operators and community stakeholders.

We are excited to bring this Leadership Institute to Imperial County for the first time and free of charge. Comparable programs include: San Diego Leadership Institute; Rural Community Leadership Program; and the Ford Institute Leadership Program. **We are limiting to 30 participants so please register soon!**

The Institute begins on February 3, 2018. The course lasts six months, and meets approximately one weekend day per month. 9 am to 4 pm. The hands on workshops are very interactive. Time goes by fast!

By the end of the course, you will be equipped to take up challenging problems in your community and lay out practical, achievable approaches to solving those problems.





James G. Holt, P.E.

Robert K. Holt, P.E.

---

Engineering ■ Planning ■ Surveying

May 4, 2018

Mr. Patrick Harris  
Board President  
Seeley County Water District  
1898 West Main Street  
Seeley, CA 92273

**Re: Seeley County Water District –  
Proposal for Engineering Plan Check of Coyne Ranch Development  
THG Proposal Number 2018-044**

Dear Mr. Harris:

The Holt Group, Inc. is pleased to provide this proposal for engineering plan check services, and administrative services regarding the Coyne Ranch Development. The Holt Group proposes to expend services to represent Seeley County Water District in the review of various development documents that include Water Supply Assessment, Sewer Study, and Specific Plan.

All work items included in the Coyne Ranch Development Plan Check Review shall be billed on an hourly basis according to the Holt Group Hourly Rate Schedule effective January 1, 2018 for personnel and reimbursable expenses. The Hourly Rate Sheet is attached to this document.

The Holt Group, Inc. recommends for Seeley County Water District to attain a **Fifteen Thousand Hundred Dollar (\$15,000.00)** deposit for the project from the Developer. Out-of-pocket costs for printing of documents, telephone, travel and postage shall be included in the fee. Payment is expected within thirty (30) days of receipt of invoice. If the actual cost incurred for the plan check review exceeds the deposit, the developer shall be responsible for additional costs. Conversely, if the actual cost incurred by The Holt Group to conduct the plan check review is less than the initial deposit, the funds may be reimbursed to the developer.

THE HOLT GROUP, INC.  
Hourly Rate Schedule  
Effective January 1, 2018

<b>PLANNING</b>	
Senior Planner (AICP)/Senior Project Manager	\$150.00/Hour
Associate Planner	\$130.00/Hour
Assistant Planner	\$90.00/Hour
Planning Clerk	\$70.00/Hour
Senior Labor Standards Compliance Monitor	\$94.00/Hour
Assistant Labor Standards Compliance Monitor	\$79.00/Hour
Planning Assistant	\$70.00/Hour
Grant Manager	\$150.00/Hour
Planning Designer/AutoCAD Technician	\$75.00/Hour
<b>ENGINEERING</b>	
Principal Engineer P.E./L.S.	\$170.00/Hour
Project Engineer P.E./L.S.	\$150.00/Hour
Associate Project Engineer	\$130.00/Hour
Assistant Project Engineer	\$130.00/Hour
Project Manager	\$130.00/Hour
Civil Designer III	\$105.00/Hour
Civil Designer II	\$100.00/Hour
Civil Designer I	\$90.00/Hour
Senior Plan Checker	\$140.00/Hour
Plan Checker	\$120.00/Hour
Resident Engineer	\$130.00/Hour
Assistant Resident Engineer	\$110.00/Hour
Designer III	\$90.00/Hour
Designer II	\$80.00/Hour
Designer I	\$75.00/Hour
<b>SURVEYING STAFF</b>	
Survey Project Manager	\$150.00/Hour
2 Man Survey Crew with GPS (Overtime)	\$340.00/Hour
2 Man Survey Crew with GPS	\$270.00/Hour
1 Man Survey Crew with GPS	\$160.00/Hour
Survey Travel Time	Crew Rate x 50%
<b>NOTES:</b>	
1. The minimum time charged for survey project is 1/2 day (4 hours at the crew rates plus travel time).	
2. Crew charges include standard surveying equipment. Rental of any special equipment will be charged at cost plus 15%.	
<b>ADMINISTRATIVE SUPPORT SERVICES</b>	
Senior Administrator	\$85.00/Hour
Word Processor	\$65.00/Hour
Office Technician/Courier	\$60.00/Hour
<b>REIMBURSABLE EXPENSES</b>	
Photocopies (each)	\$0.25
Plots (per square foot in color)	\$1.70
Plots (per square foot in black & white)	\$0.85
Computer Plotter	\$19.00/Hour
Postage	Cost + 15%
Vehicle Mileage	\$0.59
Reproduction, Special Photography, Printing, etc. performed by Subcontractor, Aerial Photogrammetry, Delivery Service,	Cost + 15%
Hotel/Motel Per Diem Expenses	Cost + 15%

15

## Upcoming SEMS training



This course will teach the basic concepts and principals of the Incident Command System and how it's used to manage incidents. ICS is a system that is used for command, control and coordination of emergency response. In this course students will also learn how ICS is incorporated into the National Incident Management System, Standardized Emergency Management System and the National Response Framework, and how, through these concepts and principals, the district can work effectively during incidents.

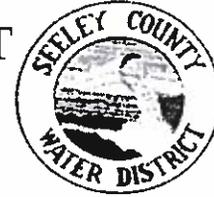
Please note—this is a mandatory class for all employees with a required refresher due every three years.

- Wednesday, April 18, 6 a.m. – 3 p.m.
- Wednesday, April 25, 6 a.m. – 3 p.m.
- Wednesday, May 9, 6 a.m. – 3 p.m.
- Wednesday, May 23, 6 a.m. – 3 p.m.
- Wednesday, June 6, 6 a.m. – 3 p.m.
- Wednesday, June 13, 6 a.m. – 3p.m.

All training will be held at the Bell Building training center. To enroll, please contact **Lily Alvarez** at ext. 3600 or by email at [eaalvarez@iid.com](mailto:eaalvarez@iid.com).

# SEELEY COUNTY WATER DISTRICT

1898 West Main Street (P.O. Box 161) Seeley, CA 92273  
Telephone: 760.352.6612 Facsimile: 760.352.0589



Board President: Patrick Harris

Board Members: Jason Grima, Keith Baird, Esteban Jaramillo, Leslie Hill

April 16, 2018

RE: LETTER OF INTEREST - Colorado River Integrated Regional Water Management – Disadvantaged Community (DAC)

Dear Esperanza Colio Warren,

SCWD is interested in pursuing funding for the following projects with Colorado River Integrated Regional Water Management – Disadvantaged Community (DAC).

The following are the projects we want to pursue:

1. Water Distribution System Study	Updated Cost: \$120,000.00
2. WWTP Collection System Study	Updated Cost \$115,000.00
3. Sewer & Water Master Plan	Updated Cost: \$100,000.00
<b>Total</b>	<b>\$335,000.00</b>

However, due to the decrease in the amount of funding in your email dated April 14, 2018, the District is requesting we continue with the proposed projects, with the amended allocations.

1. Water Distribution System Study	Updated Cost: \$16,000.00
2. WWTP Collection System Study	Updated Cost \$100,000.00
3. Sewer & Water Master Plan	Updated Cost: \$190,000.00
<b>Total</b>	<b>\$206,800.00</b>

This is a preliminary letter only. All business activities of the district still require approval by the Seeley County Water District board of Directors.

We also understand that the previous consulting fees and administration expenses totaling \$8,319 for SCWD will be covered by the grant, and this fee was based off the grant amount of \$335,000. However, due to the cut allocation amount, the assumption is, the consulting fees for administration expenses will be reduced to the amount of \$5135.

Thank you,

\_\_\_\_\_  
Administrative General Manager and  
Secretary of the Board

cc: President of the Board – Patrick Harris  
Vice President of the Board – Keith Baird

18.  
option 1

# SEELEY COUNTY WATER DISTRICT

1898 West Main Street (P.O. Box 161) Seeley, CA 92273  
Telephone: 760.352.6612 Facsimile: 760.352.0589



Board President: Patrick Harris

Board Members: Jason Grima, Keith Baird, Esteban Jaramillo, Leslie Hill

April 16, 2018

RE: LETTER OF INTEREST - Colorado River Integrated Regional Water Management – Disadvantaged Community (DAC)

Dear Esperanza Colio Warren,

SCWD is interested in pursuing funding for the following projects with Colorado River Integrated Regional Water Management – Disadvantaged Community (DAC).

The following projects were previously proposed by the District:

Water Distribution System Study	\$120,000
WWTP Collection System Study	\$115,000
Sewer and Water Master Plan	<u>\$100,000</u>
<b>Total</b>	<b>\$335,000</b>

However, due to changing priorities, the decrease in the amount of funding in your email dated April 14, 2018, and cease and desist order from the Colorado Regional Water Board, the District is requesting the projects be amended to the following:

WWTP Improvement Preliminary Engineering Report	\$166,800
WWTP Improvement Funding Applications	\$20,000
WWTP Improvement Funding Coordination	<u>\$20,000</u>
<b>Total</b>	<b>\$206,800</b>

This is a preliminary letter only. All business activities of the district still require approval by the Seeley County Water District board of Directors.

We also understand that the previous consulting fees and administration expenses totaling \$8,319 for SCWD will be covered by the grant, and this fee was based off the grant amount of \$335,000. However, due to the cut allocation amount, the assumption is, the consulting fees for administration expenses will be reduced to the amount of \$5135.

Thank you,

---

Administrative General Manager  
and Secretary of the Board

cc: *President of the Board – Patrick Harris*  
*Vice President of the Board – Keith Baird*

18.  
option 2



Miriam Rosales <mrosales@seeleywaterdistrict.com>

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## DAC Projects

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Esperanza Colio <EsperanzaColio@co.imperial.ca.us>

Sat, Apr 14, 2018 at 3:35 PM

To: Miriam Rosales <mrosales@seeleywaterdistrict.com>

Cc: Jack Holt <jack@theholtgroup.net>, Juny Marmolejo <jmarmolejo@theholtgroup.net>, Patrick Harris <pharris.scwd@aol.com>

Good Afternoon Miriam,

The County of Imperial has executed the amended 2017 MOU for Integrated Regional Water Management Planning and Funding in the Colorado River Basin Funding Area. We are being requested to submit the final list of planning projects. Originally, we were advised to submit all projects to potentially secure additional funding beyond the \$724,870 allocation. Unfortunately, there is no additional funding and we must cut the list of projects or submit other project that fit the allocation. Therefore, we kindly request that you resubmit your projects for no more than \$206,800. We will be requesting to the other jurisdictions to limit their request for funds or to provide us with other eligible planning projects.

The funding source would like to have the updated list by Monday April 16<sup>th</sup>. Please accept my apologies for short notice.

Thank you.

*Esperanza Colio Warren*

*Community & Economic Development Manager*

*County of Imperial*

*940 W. Main. St. Suite 203*

*El Centro, CA 92243*

18 email

# SEELEY COUNTY WATER DISTRICT

1898 West Main Street (P.O. Box 161) Seeley, CA 92273  
Telephone: 760.352.6612 Facsimile: 760.352.0589



Board President: Patrick Harris  
Board Members: Jason Grima, Keith Baird, Esteban Jaramillo, Leslie Hill

May 14, 2018

Evon Willhoff  
Project Manager  
Division of Integrated Regional Water  
Management (916) 651-9286,  
Evon.Willhoff@water.ca.gov

**RE: 2014 PROPOSITION 1 IRWM DAC PLANNING GRANT-AGREEMENT NO.**

\_\_\_\_\_.

This letter serves as a request for an advanced payment of 50% of the grant award of \$206,800.00 in the amount of \$103,400. This is submitted pursuant to the terms and conditions established in the Grant Agreement No. \_\_\_\_\_.

The advanced payment will primarily and immediately be used to retain an engineer for a Preliminary Design Report, CEQA documentation, survey and geotechnical. The following is how the advanced funds will be used:

Task Item	Estimated Cost:
Preliminary Engineering Report	173,315
Survey and Geotechnical	33,485
<b>Total</b>	<b>206,800</b>

Total: \$206,800

18 b

While the advancement of funds will not cover the entire amount necessary for these three tasks, they will allow Seeley to timely compensate an engineering firm for a majority of the work done. The selection of an engineering firm is complete. Seeley Staff selected and recommend Hazen and was approved by the Board. The above cost estimates are derived from the scope and fee submitted by Hazen.

The preliminary engineering report is likely to be completed in compliance with USDA guidelines, which will allow us to apply for USDA construction funds. The likelihood of Seeley having the necessary funds to complete this project after the exhaustion of the Prop 1 funds is extremely high.

We acknowledge that, per the grant agreement, we as the Grantee must submit an Accountability Report to the DWR on a quarterly basis that includes an itemization of how advanced funds have been expended to date, a funding plan which shows how the remaining advanced funds will be expended, and documentation that the funds were placed in a non-interest bearing account, including the dates of deposits and withdrawals from that account. We will comply with these requirements.

Sincerely,

Mr. Patrick Harris  
Board President, Seeley County Water District

cc. Miriam Rosales, Administrative General Manager  
and Secretary of the Board  
Aaron Garcia, Chief Plant Operator



Hazen and Sawyer  
 36-923 Cook Street, Suite 101  
 Palm Desert, CA 92211 • 442.227.4980

March 10, 2018

Ms. Miriam Rosales  
 Administrative General Manager/Secretary of the Board  
 Seeley County Water District  
 1898 W. Main Street  
 Seeley, CA 92273

**Re: Proposal for Seeley County Water District Wastewater Plant Improvements**

Dear Ms. Rosales:

*Hazen and Sawyer is excited about the opportunity to serve the Seeley community and is providing the attached scope and fee proposal for the compliance plan, design, permitting, and construction of the improvements at the wastewater treatment plant.*

**Our Scope.** Our scope provides the services necessary to ensure that the compliance plan, funding, design, and permitting is completed. Hazen will work with the District to apply for additional funding as proposed in our cost, funding, and schedule letter dated March 7, 2018.

**Our Fee.** Our fee is broken out to allow the District to approve the parts of the scope as funding allows. The main priorities will be to prepare the preliminary design report and start the CEQA/permitting for a total fee not to exceed \$370,815. Additionally, our fee for the compliance plan portion is \$135,986, which includes the Water Board recommend Water Effect Ratio Study, which costs approximately \$120,000. Our total fee is broken down as follows for approval and authorization.

*Our team will assist the District as an extension of your staff and work to achieve compliance with the State Water Board.*

WWTP Improvements	Fee
Predesign	\$173,315
CEQA	\$131,120
Funding Assistance	\$26,380
Geotechnical	\$15,000
Survey	\$25,000
<b>Total</b>	<b>\$370,815</b>

Compliance Plan	Fee
Compliance Plan	\$117,260
Design	\$14,726
Geotechnical	\$1,500
Survey	\$2,500
<b>Total</b>	<b>\$135,986</b>

**Our Approach.** Hazen understands that Seeley needs grant funding to pursue the WWTP Improvements; however, in order to pursue additional funding, some upfront design work needs to be completed. With the reduction of DAC Planning funding from the Imperial Integrated Water Management Plan Group from \$335,000 to \$206,800, the District will need to provide additional funds in the amount of approximately \$164,000 to complete the initial tasks referenced above. We will assist the District in applying for additional funding to complete the remaining engineering and construction services in the

amount of \$598,291, and reimbursement of the \$164,000. Upon approval of the Scope, Hazen can immediately start work.

As a firm, Hazen is committed to assisting the District in achieving compliance and resolving the issues the District is currently facing. Hazen is excited to assist the Seeley County Water District. Please do not hesitate to contact us at (442) 227-4988 or by email at [SRogers@hazenandsawyer.com](mailto:SRogers@hazenandsawyer.com) should you have additional questions or need clarification with our proposal.

Very truly yours,



Scott Rogers, PE  
Project Manager



Marc Solomon, PE  
Vice President



**California Special Districts Association**

**CSDA**

*Districts Stronger Together*

## Webinar: Customer Service in the Public Sector

Presenter: CPS HR Consulting

Unlike many businesses that provide customer service, public service providers are often the only game in town. This customer service training program is designed for public employees who routinely deliver services in the field. This class will explore the Three Dimensions of Service as they apply to your agency: the human dimension, the business dimension, and the hidden dimension.

10:00 a.m. - 12:00 p.m.

\$65 CSDA member ✓

\$95 Non-member

Nadine Rosas

Nancy Obero

Miriam Rosales

\$ 195.00

**Price** 65.00 x 3 = \$ 195.00

**When** 6/12/2018 10:00 AM - 12:00 PM

[CANCEL MY REGISTRATION](#)

[REGISTER SOMEONE ELSE](#)

**My registration status:** Registered pending checkout



Aaron Garcia <agarcia@seeleywaterdistrict.com>

**Kamstrup AMR Quotation**

2 messages

O.Figueroa@iflowinc.com <O.Figueroa@iflowinc.com>  
To: agarcia@seeleywaterdistrict.com

Thu, Mar 29, 2018 at 9:48 AM

Hello Aaron,

Attached is the requested quotation for the Kamstrup mobile AMR system. In brief the system features the Kamstrups ultrasonic meter. Kamstrup is the innovator of this technology for residential use and has been producing the ultrasonic meter since 1991. The meter features a 20 year warranty (10 full 10 prorated) which covers the battery and includes meter accuracy. Since the Kamstrup meter has no moving parts it is not subject to wear and tear and is able to maintain its accuracy throughout the meters lifetime. Additionally, the system takes advantage of using Android based technology allowing the district to simply use Android phones or tablets as their reading equipment. The end result is the that district does not need to purchase costly hand helds or lap tops to perform a mobile driving AMR System.

iFlow is looking forward to presenting and discussing the Kamstrup solution to Seeley County Water District and to answer any questions the utility may have.

Best Regards,



Omar Figueroa

2109-C South Wright St.

Santa Ana, CA 92705

Phone: 888-651-1130

Mobile: 714-273-7160

A CPUC Certified MBE Company

[www.iflowinc.com](http://www.iflowinc.com)

[www.youtube.com/c/iflowenergysolutionsinc](http://www.youtube.com/c/iflowenergysolutionsinc)

Seeley County Water District AMR.pdf  
117K

Aaron Garcia <agarcia@seeleywaterdistrict.com>  
To: O.Figueroa@iflowinc.com

Thu, Mar 29, 2018 at 11:25 AM

Got it. Thank you. I'll be in touch as soon as I have anything to share regarding this project  
[Quoted text hidden]

Aaron Garcia  
Seeley County Water District

21



2109-C South Wright St.  
 Santa Ana, CA 92705  
 T: 1-888-651-1130 F: 1-888-250-8281  
 www.iflowinc.com

Company: Seeley County Water District

Attn: Aaron Garcia

Phone: 760-332-9059

Cell:

Email: [agarcia@seeleywaterdistrict.com](mailto:agarcia@seeleywaterdistrict.com)

Quotation# 03-66561

Date: 3/28/2018

Project:

ITEM	QTY	DESCRIPTION	PRICE
1	430	<b>3/4" Model 2100 Kamstrup Ultrasonic Water Meter with Integral Radio</b> Body: Composite, 7-1/2" lay length P/N# 02U-57-C04-8UP	\$180.85 ea
2	1	<b>1" Model 3101 Kamstrup Ultrasonic Water Meter with Integral Radio</b> Body: Stainless Steel P/N# 03U-57-C02-8UP	\$302.29 ea
3	1	<b>2" Model 3101 Kamstrup Ultrasonic Meter with Integral Radio</b> Body: Stainless Steel with Flanged Connection P/N: 03U-57-C08-8UP	\$1,045.00 ea
4	1	<b>Kamstrup READy External MTU (Budgetary Figure)</b> MTU connects to 3rd party encoded meters so existing meters maybe implemented into Kamstrup system P/N: 669656XXX	\$150.00 ea
3	1	<b>Kamstrup Ready Smartphone Remote Reading Kit: advanced (hardware)</b> Remote reading via Android smartphone or tablet (device not included) Includes: Mapping capabilities - maps requires input of geo points 2 ReadySuite Bluetooth converter, whip antennas, wall and car charger and usb cables 2 external antennas and case Ethernet communication: *Android operating system of 6.0 or higher is required for tablet P/N# 669620020	\$1,800.00 ea
4	1	<b>Hosted Ready Management Software and Ready App (one-time charge)</b> PC: Software for handling up to 800 meters and reading data Remote reading via Android smartphone or Tablet (device not included) Read Suite app for android devices Mapping capabilities - maps requires input of geo points Meters are encrypted only allowing a utility to read meters via RF signal P/N: 6696053	\$1,338.78 ea
5	1	<b>Hosted Ready Hosting Subscription Agreement (annual charge)</b> Yearly software license and hosting agreement for 800 services Updates to Ready Manager Software, Ready App and firmware for Ready Converter Billed directly by Kamstrup P/N:6696053FH	\$952.75 ea
6	1	<b>Optional:</b> <b>Ready Bluetooth Optical Head ( data logger) (hardware)</b> Enables user to read the logged data in meter via Android device	\$780.00 ea
7	1	<b>Samsung Galaxy Tab A</b> Android operating system 6.0 or higher, 9 inch screen P/N: 969485	\$265.00 ea
8	1	<b>Billing interface file:</b> Ready to interface with existing billing system, flat file or fixed width format, dependent upon billing system	\$0.00
9	1	<b>Onsite Setup and Training by Iflow</b>	\$0.00
		Subtotal:	\$0.00
		Sales Tax@ %:	\$0.00
		Shipping (Prepaid & add)	\$0.00
		Total:	\$0.00
Notes:	A restock fee of 25% applies if orders are cancelled once product has shipped. Price quote is good for 30 days from date of quote. Orders totaling over \$25,000 qualify for free shipping		
Net 30 Days OAC	P.O.B. Santa Ana, CA		21 Salesman Email: <a href="mailto:o.figueroa@iflowinc.com">o.figueroa@iflowinc.com</a>

QUOTATION  
HDSFM  
D/B/A USABLUEBOOK  
PO Box 9004  
Gurnee, IL 60031-9004  
Toll free: 1-800-548-1234  
Fax: (847) 689-3030

NO. 963035

Page 1

04/27/18

Ship-to: 1  
SEELEY COUNTY WATER DISTRICT

Bill-to: 69946  
SEELEY COUNTY WATER DISTRICT

1898 W MAIN ST  
SEELEY, CA 92273  
USA

PO BOX 161  
SEELEY CA 92273  
USA

REFERENCE #	EXPIRES	SLSP	TERMS	WH	FREIGHT	SHIP VIA
1918	05/19/18	SLV	NET 30	21	FXD/PPD	UPS

QUOTED BY: SLV | QUOTED TO: AARON GARCIA

ITEM	DESCRIPTION	QUANTITY	UM	PRICE	UM	EXTENSION
223	Eclipse 9700 2'', Red Portable Auto Flushing Hydrant	1	EA	1899.95	EA	1899.95
230	Eclipse 9700A 1'' Red Portable Auto Flushing Hydrant SPECIFY RED OR YELLOW	1	EA	1919.95	EA	1919.95
229	9700 Dechlorination Kit	1	EA	246.00	EA	246.00
236	9700A Dechlorination Basket	1	EA	246.00	EA	246.00
***FOR PERSONALIZED SERVICE CALL DEE AT 847-689-7361***						

Please note that your order may be subject to applicable taxes based on current rates at the time your order is completed.

TO ORDER --  
For your convenience, you may simply sign below and return via fax to 847-689-3030. We will process your order promptly and fax a confirmation to you when we have it. If you prefer to call your order in or have additional questions or concerns, you may contact our Customer Service Department @ 800-548-1234. Please note any changes to the quantities or shipping address. Thanks for choosing USABlueBook.

Authorization Signature	PO Number (if required)			
MERCHANDISE	MISC	TAX	FREIGHT	TOTAL
4311.90	.00	.00	58.45	4370.35

PLEASE THIS QUOTE # ON PO'S!

22



# Review your order

### Payer

You for SEELEY COUNTY WATER DISTRICT

[Change](#)

### Shipping address [Change](#)

SEELEY COUNTY WATER DISTRICT  
1898 W. MAIN ST.  
SEELEY, CA 92273  
United States  
Phone: 760-352-6612  
[Ship to multiple addresses](#)

### Payment method [Change](#)

VISA ending in

### Billing address [Change](#)

Same as shipping address

### Gift cards & promotional codes

Enter Code

[Place your order](#)

By placing your order, you agree to Amazon's privacy notice and conditions of use.

### Order Summary

Items (3):	\$302.04
Shipping & handling:	\$22.21
Free Shipping:	-\$22.21
<b>Total before tax:</b>	<b>\$302.04</b>
Estimated tax to be collected:	\$23.40

**Order total: \$325.44**

### Qualifying offers:

- Free Shipping

How are shipping costs calculated?

You got free shipping on the eligible items in your order! (Why aren't all my items eligible?)

## Business Order Information [Change](#)

Estimated delivery: May 14, 2018 - May 15, 2018



**Q-See QS100B | UL Rated E475392 Video & Power Cable | Extend Your Original Camera Cable | Prevent Video Loss & Interference | 100 ft BNC Male Cable with 2 Female Connectors**

\$11.03

Quantity: 2 [Change](#)

Sold by: Amazon.com Services, Inc.

[Add a gift receipt](#) and see other gift options

### Choose a delivery option:

- 5-6 business days  
FREE Shipping
- 4-5 business days  
\$22.21 - Standard Shipping
- Wednesday, May 9 - Thursday, May 10  
\$33.71 - Two-Day Shipping
- Wednesday, May 9  
\$63.66 - One-Day Shipping



**Q-See 4-Channel Surveillance System with 1080p HD NVR, 1TB Hard Drive and H.264 Video Storage Compression, 4-Weather Resistant Bullet Cameras with 1080p Recording Resolution and 98' Night Vision**

\$279.98

Only 18 left in stock.

Quantity: 1 [Change](#)

Sold by: ALL Amazing Deals

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[Conceal Package Contents](#)

[Place your order](#)

\*Why has sales tax been applied? See tax and seller information

Do you need help? Explore our Help pages or contact us

For an item sold by Amazon.com: When you click the "Place your order" button, we'll send you an email message acknowledging receipt of your order. Your contract to purchase an item will not be complete until we send you an email notifying you that the item has been shipped.

Colorado, Oklahoma, South Dakota and Vermont Purchasers: Important information regarding sales tax you may owe in your State

Within 30 days of delivery, you may return new, unopened merchandise in its original condition. Exceptions and restrictions apply. See Amazon.com's Returns Policy

Go to the Amazon.com homepage without completing your order.

23

# BARRETT

Engineered Pumps

TELEFAX

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P.O. BOX 13130, SAN DIEGO, CA 92170-3130  
1695 NATIONAL AVENUE  
SAN DIEGO, CA 92113-1083

PHONE (619) 232-7867  
FAX (619) 232-3029  
PARTS PHONE (619) 232-7145  
PARTS FAX (619) 232-7265

TO: SEELEY MWD DATE: 04-25-2018  
ATTN: Aaron FROM: Lupe Diaz  
FAX: \_\_\_\_\_ NO. OF PAGES: \_\_\_\_\_ (INCL COVER)

REF: QUOTE TO REPAIR 3 STAGE VERTICAL PUMP

REF: BACKWASH

DISASSEMBLE AND INSPECT

REPAIR IMPELLERS SKIM ROUND (3 QTY )

REPAIR CASE RING BOWLS AND MACHINE NEW BRONZE BUSHINGS ( 3 QTY )

REPAIR NOSE END BUSHING, MACHINE BRONZE BUSHING AND INSTALL

REPAIR SLEEVE STUFFING BOX

MACHINE NEW 7/8 DIAMETER STAINLESS SHAFT

MACHINE NEW 1.0" DIAMETER SHAFT

CLEAN ,PAINT AND REASSEMBLE

QUOTE PRICE \$ 4,498.00 + TAX

Thank you,

Lupe Diaz, Service Department

Barrett Engineered Pumps

ldiaz@barrettump.com, ph: 619-232-7867 x 319, fax: 619-232-3029

If the above includes a quotation, unless otherwise specified, terms are net 30, on approved credit. Prices are firm for 30 days and are subject to any and all applicables taxes. Barrett Engineered Pumps standard terms and conditions apply.

24  
option 1

# BARRETT

Engineered Pumps  
**SPECIALISTS IN PUMPS AND PUMPING SYSTEMS**

---

P.O. Box 13130 San Diego CA 92170-3130  
1695 National Ave. San Diego CA 92113  
Phone (619) 232-7867 / FAX (619) 232-3029

April 25, 2018

Seeley County Water District

ATTN: Aaron Garcia; AGarcia@SCWD.com

Subject: Peerless 6LB Backwash Pump Unit

With reference to the above subject, we are pleased to offer our quotation on the following replacement pump unit:

Item One: Vertical Turbine Pump & Motor  
110 GPM @ 189' TDH

Quantity (1) Peerless Vertical Turbine Pump and Motor; includes Peerless 6LB three (3) stage bowl assembly, cast iron enamel lined bowl with bronze dynamic balanced impellers, 4" steel column assembly with 1" 416 stainless steel line shafting, rubber bearings with bronze spiders, 4x4x10C cast iron discharge head assembly, epoxy coating as follows: inside and outside of discharge head, inside and outside of column, outside only on bowl assembly. Total pump length - 85.67"

Quantity (1) General Electric 15HP 3485 RPM 3PH 230/460V WP1 enclosed vertical hollow shaft motor driver with non-reverse ratchet.

**NET COST FOB FACTORY FFA SEELEY, CA \$ 11,381.00**

ALL PRICES ARE FOB: FACTORY; FULL FREIGHT ALLOWED TO SEELEY, CA. SALES TAXES ARE NOT INCLUDED. PUMP SHIPMENT IN 2-3 WEEKS ARO. PLEASE ALLOW 1 WEEK GROUND TRANSPORTATION. QUOTATION VALID FOR THIRTY (30) DAYS.

Thank you for the opportunity to present this quotation. Should you have any questions regarding the above quotation, please do not hesitate to contact this office.

Sincerely,  
Barrett Engineered Pumps  
Evan Barrett

24  
option  
2

**XiO for Seeley CWD**

2 messages

Nick Liles <nickl@xioio.com>

To: Aaron Garcia <garcia.aaron.scwd@gmail.com>

Fri, May 4, 2018 at 11:32 AM

Hi Aaron,

Thanks for taking some time to chat with me this morning.

I have attached a quotation with the changes that we discussed.  
The changes to the system are as follows:

- We removed remote control of the Variable Frequency Drives (VFDs) on the three booster pumps that pump to distribution.
- We removed the Chemical Drum Volume monitoring from both treatment packages.
- We removed the Chemical Pump Pacing for both of the chlorine injection pumps in the treatment packages.

You will have the ability to add these features in the future with relative ease. We would send you a new installation guide and label and make the programming changes remotely.

The overall pricing of the system was reduced to roughly \$30,000 with a monthly service of \$191. Please keep in mind that this monthly cost can be paid in annual increments if you wish. As a bonus of being a CRWA member, the first six months will be at no cost to you.

If you elect to take the payment plan option the payments would be made over a 36 month period and the cost would break down as follows:

- Down Payment: **\$10,000**
- Monthly Payment for Hardware (First 6 months): **\$650**
- Monthly Payment for Hardware plus Cloud Service (Remaining 30 months): **\$825**
- Ongoing Cloud Service after 36 months: **\$191**

As a general disclaimer, I would like to remind you that this pricing is a rounded estimate. For me to provide terms and conditions and a final price, we will need to move into the proposal stage. This will include a final engineering review of my work and a more formal document. After Seeley has approved that document, we will move into the building stage.

Please let me know if you have any questions ahead of your board meeting.  
Talk to you Friday the 18th at 10 am!

Thanks,

--  
Nick Liles  
Account Executive  
XiO, Inc.

Cloud SCADA® Control Systems  
415-900-4503 office  
415-320-4219 mobile  
nickl@xioio.com / www.xiowatersystems.com  
305 San Anselmo Avenue San Anselmo, CA.

 **XiO For Seeley CWD 1.3.pdf**  
373K

Aaron Garcia <garcia.aaron.scwd@gmail.com>  
To: Nick Liles <nickl@xioio.com>

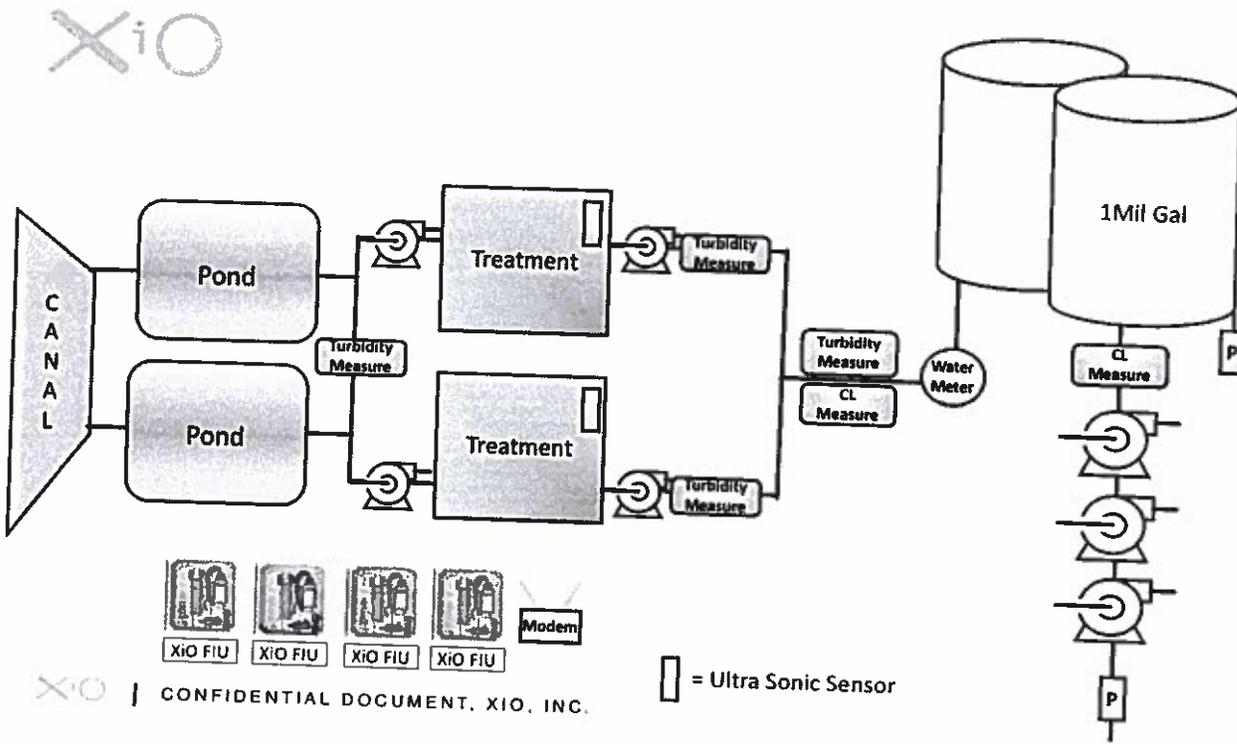
Fri, May 4, 2018 at 11:36 AM

Thank you very much Nick  
[Quoted text hidden]

# XiO For: Seeley County Water District

## Provided Capabilities

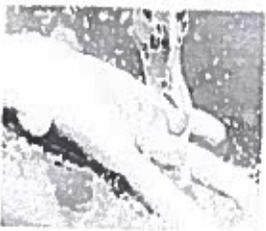
- Provide a secure website where all water operations may be viewed and up-to-the-minute equipment status clearly displayed.
- Provide a secure method for authorized operators to put well pumps online or offline and modify set points.
- Provide an advanced alarm system that will notify personnel via text or e-mail when user-defined events occur (e.g. low system pressure, pump fails to start, etc.).
- Monitor and report the level of the Tank utilizing an XiO-supplied external water level management sensor
- Monitor and control the Booster Pumps based on user defined criterion
- Monitor and report effluent system pressure
- Unlimited historian and downloadable reports
- Monitor the level of the treatment packages with an XiO supplied ultrasonic sensor
- Monitor and report Turbidity throughout the system
- Monitor and report Residual Chlorine throughout the system
- Easily expandable to accommodate additional features





3	Pump Controller	<p>Pump Controller provides up-to-the-minute views of pump operation. Monitors and controls two pumps. Contactor relays are provided to operate the pumps. Provides reports on electrical energy used by well pump, water production reports and pump efficiency reports. Advanced correlation alarms notify users of low flows and pump failures. Historical pump runtimes are included in the package.</p> <p>Pricing includes:</p> <ul style="list-style-type: none"> <li>• Field Installable Unit</li> <li>• Two RMS electrical current transducers</li> <li>• Inputs to monitor a water meter</li> </ul>
1	Tank Controller with External	<p>Tank Controller provides up-to-the-minute views of tank levels. Provides the ability to adjust well operation based on tank levels. Alarms notify users of a high and low tank levels.</p> <p>Pricing includes:</p> <ul style="list-style-type: none"> <li>• Field Installable Unit</li> <li>• External Water Level Management Sensor with 20 feet of water-tight, connectorized, low-loss, shielded cable for easy installation.</li> <li>• Inputs to monitor a water meter</li> </ul>
1	Pump Monitoring and Control	<p>Pump Monitoring and Control provides the ability to monitor and control one pump. Provides reports on pump run times and electrical energy used.</p> <p>Pricing includes:</p> <ul style="list-style-type: none"> <li>• RMS electrical current transducer with 10 feet of shielded 600V cable, approved for use inside electrical enclosures.</li> <li>• Inputs to monitor a water meter.</li> </ul>
2	Non-Contact Tank Monitoring	<p>Monitors tank level using a non-contact sensor. Provides the XiO system with the ability to monitor tank level and allows users to receive alarms indicating a low tank level. The non-contact sensor is used when the water</p>

		<p>tank or the condition of the water are not suitable for a pressure transducer.</p> <p>Pricing includes:</p> <ul style="list-style-type: none"> <li>• Non-contact level sensor with 20 feet of water-tight, connectorized, low-loss, shielded cable for easy installation.</li> </ul>
6	Analog Signal Isolation	<p>Isolated inputs provide galvanic isolation to monitor any externally powered signal or signals that are shared with another device or system. The XiO Cloud SCADA® Control System provides up-to-the-minute views of isolated inputs monitored.</p> <p>Pricing includes:</p> <ul style="list-style-type: none"> <li>• Galvanic Signal Isolation Module to Isolate non-loop powered 4-20mA signals.</li> </ul>
1	System Pressure Monitoring	<p>Monitors system pressure. Provides the XiO system with the ability to monitor system pressure and notifies users of low pressure.</p> <p>Pricing includes:</p> <ul style="list-style-type: none"> <li>• Pressure Sensor with 20 feet of water-tight, connectorized, low-loss, shielded cable for easy installation.</li> </ul>
1	Modem	<p>Provides secure access to the XiO Cloud servers at the site. Housed in a NEMA-4X enclosure.</p>



## **The FIRST Cloud SCADA® Control System**

XiO is redefining what it means to control a water system. It provides complete automated control solutions to the water industry by combining the power of cloud computing and its patented universal controller. XiO brings reliable, real-time control with remote management capabilities to water systems of all sizes

### Installation



The XiO System can be simply installed by any licensed electrician. XiO will provide a customized installation document and remote support for easy install. We recommend getting a quote from your electrician to confirm the overall costs. Connect XiO with the electrician to insure the quote is accurate.

Cloud Service and Maintenance

XiO is the first company to offer SCADA as an ongoing service. There is no commitment needed on the XiO Cloud Service. Here's what it includes;

1. **Extended Warranty on Control Hardware**  
XiO will replace all control hardware at no cost to the customer.
2. **Unlimited Historical Data**  
XiO stores all historical data. Customers have unlimited access and no data storage limits. Data is stored on redundant servers with regular backups.
3. **Access to Secure Cloud Interface**  
Unlimited access from and smartphone, tablet, computer, or web enabled device. This allows use to manage the water system, produce reports, and analyze historical trends. Unlimited number of users.
4. **Remote Support**  
The experts at XiO provide world-class support for all customers. XiO will work with you to coordinate your installation and provide ongoing support for the life of the system.

Cloud Based Management

The XiO system will be monitored and managed through an account on XiO's secure cloud servers. The password protected account will provide managers with the following:

- **System Overview** - Process diagram showing the current state of the system (i.e. tank levels, status of pumps, etc.).
- **Levels** - Line graphs showing the levels of all monitored parameters.
- **Reports** - Downloadable reports showing water pumped, energy used by pumps, efficiency of pumps, and pump runtime.
- **Alarms** - View of all alarms that have been triggered.
- **Schedule** - Page allowing the user to adjust the set points that affect when the pumps will run.

California Rural Water Association Benefit

XiO is a proud to be the CRWA's preferred provider for control and automation in the water industry. As a thank you for their constant support and care for small to medium sized water systems in California, we offer their members a 6-month waiver of the cloud service. For the first 6 months of your XiO systems you will be getting all the features and benefits at no monthly cost.

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## SEELEY COUNTY WATER DISTRICT

### SURPLUS DISTRICT PROPERTY DISPOSAL POLICY

Board Approved - \_\_\_\_\_, 2018

#### PURPOSE

The Seeley County Water District ("SCWD") shall establish an administrative policy for the disposition of surplus personal property, equipment, and materials. This policy does not apply to real property and exists to ensure the receipt of all revenues from the disposal of surplus personal property, equipment, and materials.

#### POLICY

The Administrative General Manager ("AGM") (or his/her designee) shall develop a "Surplus Supplies and Equipment List" ("personal property" or "property") which is surplus. Prior to disposition, the Board shall be provided with, and approve the "List."

#### DEFINITIONS

- SURPLUS SUPPLIES AND EQUIPMENT LIST - List of property which has been determined "surplus" by the Administrative General Manager.
- SURPLUS – Non "real property" has little or no remaining useful life for the District.

#### MEANS OF PROPERTY DISPOSAL AND ACCOUNTING

##### The property may be disposed of as follows:

The first effort shall be to dispose of that property in a manner which is most likely to generate the greatest return to the District. Staff will determine which method of disposal is best. Such methods of disposal include but are not limited to the following:

1. Sale on the open market. The Administrative General Manager shall cause to be published at least three days before the sale, in a newspaper circulated throughout the District, and/or by posting on any District website, a notice of sale setting forth a general description of the personal property to be sold, and the day, time and location of the sale. The terms of all such sales shall be cashier's check or money order in the amount of the full purchase price. The District also may conduct a public auction in this manner. The fees for this sale shall be deducted from the proceeds of the sale.
2. Sale by sealed bid. The Administrative General Manager may post such property for sale on the District website or on another website for the sale of surplus items (such as eBay) subject to posted rules developed for such sale or the rules of that website.



## SEELEY COUNTY WATER DISTRICT

### SURPLUS DISTRICT PROPERTY DISPOSAL POLICY

Board Approved - \_\_\_\_\_, 2018

3. Donation. The Administrative General Manager may, when in his/her judgment the sale or auction of surplus personal property is infeasible or will result in minimal return to the District, cause such surplus personal property to be donated to any other governmental organization or non-profit group or corporation exempt from federal taxes pursuant to Internal Revenue Code Section 501(c) (3) located within or serving the District.

4. Selling for Scrap. Surplus property may be sold as scrap if the Administrative General Manager deems that the value of its parts exceeds the value of the surplus property as a whole.

5. No Value Item. Where the Administrative General Manager determines that property is surplus and of minimal or no value to the District or the cost of disposal of such property would exceed the recovery value, the (AGM) shall dispose of the same in such a manner he or she deems appropriate and in the best interest of the District.

6. No employee or Director of the District or his/her immediate family may acquire any District surplus property.

#### **Accounting for the disposition of personal property, equipment and materials:**

When so authorized to sell, donate, recycle, and scrap District property, the employee directed to undertake such activity shall:

1. Remit the entire proceeds from any such activity to the District's Administrative General Manager.
2. Complete receipt documentation form for the disposal of surplus personal property, equipment and materials and submit with proceeds, if any, to the District's Administrative General Manager.

Administrative Department shall:

1. Make adjustments to the Surplus Supplies and Equipment List
2. Deposit all proceeds from the disposition of surplus personal property, equipment and materials into the Capital Improvement Fund.
3. Cause licenses and title documents to be executed and transferred upon verification of receipt of funds.
4. Authorize the delivery of the surplus property.



1-May-18

Budget Price Sheet

To: Saddleback Environmental
490 Latigo Row
Olivenhain, California 92024

From: Jim McKee

Attn: Brendan Pawlowski

Project: Seeley Water District - California

Lakeside Raptor® Septage Acceptance Plant
Model: 31SAP

Table with 2 columns: Item, Price. Rows: Unit Price: \$124,000; Quantity: 1; Total: \$124,000

Specification

Unit Capacity: 400 gpm @ 3% to 6% solids
Inclination: 35-degrees
Bar Spacing: 1/4 inch
Water Requirements: 20 gpm @ 60 psi

Tank Inlet: 4 inches
Tank Discharge: 8 inches
Nominal Basket Diameter: 31 inches
Transport Screw Diameter: 10 inches

Items Included In Budget Pricing

Screen

Standard length screen
3-plane basket design
Rotating rake assembly with cleaning comb
2 hp drive unit
AISI 304 stainless steel construction
Three- (3) zone wash system with solenoid valves
Automated inlet valve
Level sensor
Stainless steel tank with vent

Controls

Non-explosion proof design
NEMA 4X stainless steel main control panel
VFD with overload protection
A-B Micrologix 1100 PLC
Selector switches
Indicator lights
E-stop
Fusible disconnect switch with door handle

FOB: Factory
Warranty: 1 year
Start-up service: 2 days in 1 trip
Full freight allowed to job site

Approvals: 4 to 6 weeks
Delivery: 17 to 19 weeks
Weight: 3,200 lb

Optional Items

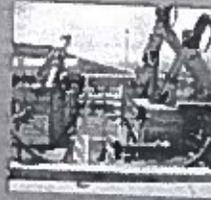
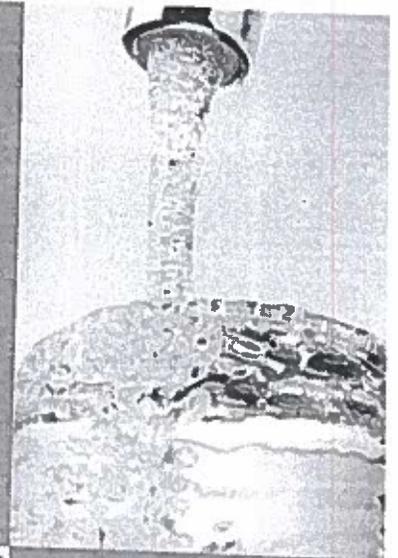
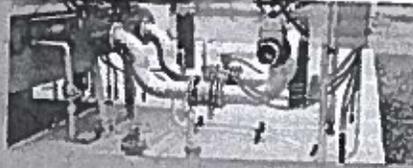
Bagger Attachment:
Explosion proof design:
Keypad security access:
Keypad security access and flow measurement system:
External rock trap:

Unit Price

\$900
\$4,000
\$17,000
\$26,000 (with data gathering)
\$13,000

James McKee
Regional Sales Manager
e-mail: jm@lakeside-equipment.com

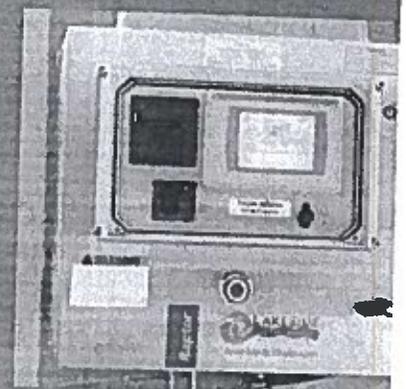
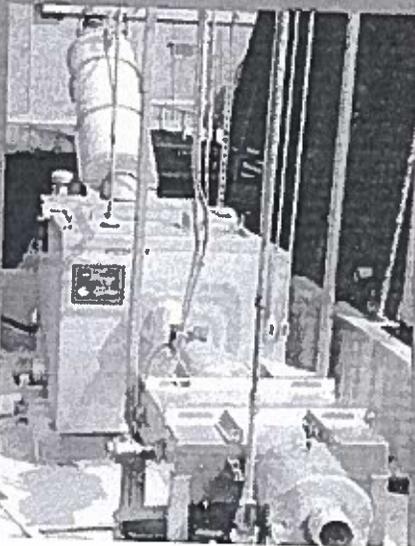
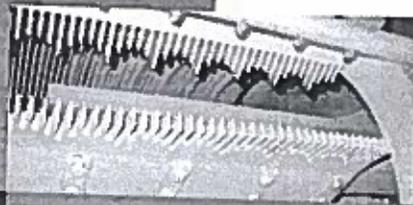
# Raptor® Septage Acceptance Plant



For Municipal Wastewater,  
Septage and Grease Trap  
Applications



Cleaner Water for a Brighter Future®



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# Raptor® Acceptance Control System (RACS) (Cont.)

The RACS is an optional feature of Lakeside Equipment Corporation's *Raptor* Septage Acceptance Plant that provides security access, load management, and invoicing capabilities.

## Hauler Access, Invoicing and Data Acquisition

Plant administrators can create and manage customer and truck account information; control sampling and access on a truck-by-truck basis; track the number and sizes of loads for each hauler; and assign PIN numbers from the office. Non-proprietary data format with no license fees.

## Allen-Bradley Programmable Logic Controller

Built-in Ethernet communications enable the RACS hauler station to work directly with an inlet flow control valve and magnetic flow meter to allow access/record unloading of each authorized hauler.

## Allen-Bradley PanelView Plus Operator Interface

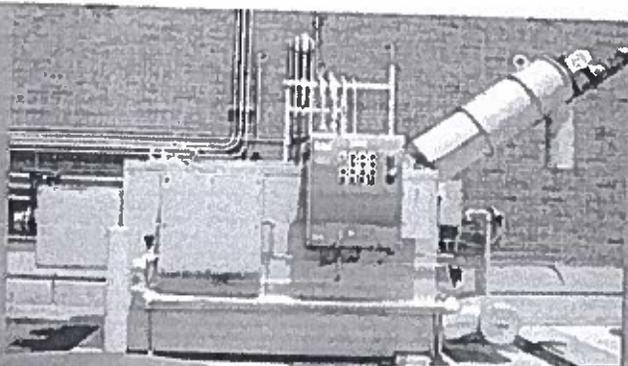
Haulers receive access by a plant-assigned PIN number that activates the system, opens the inlet flow control valve, and allows the hauler to select one of five waste types on a touch screen. A magnetic card swipe or a key switch (with or without PIN) is also offered. A credit card access system with PIN number can be provided in lieu of an owner billing system.

## Data Storage and Retrieval

The RACS touch screen makes data accessible via an Ethernet communications interface. A USB data port is standard for use with a removable flash drive. Comma Separated Variable (CSV) files can be viewed with most spreadsheet or database software.

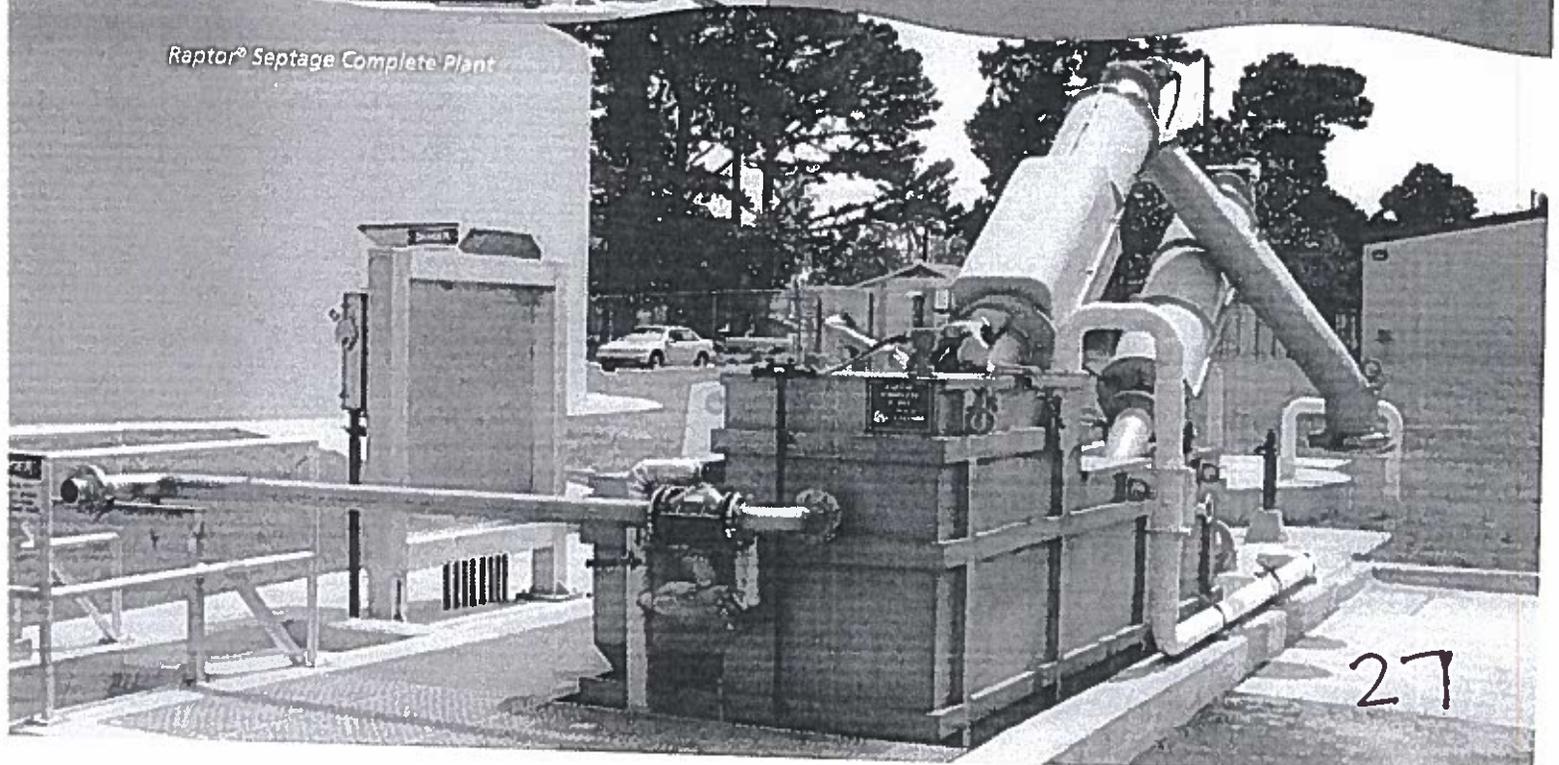
## Printer

The septage hauler receives a printout of the load details, including date, time, hauler name, waste type, total gallons uploaded, elapsed time for unloading and any faults incurred, if applicable.



*Weather  
Protection  
Package*

*Raptor® Septage Complete Plant*

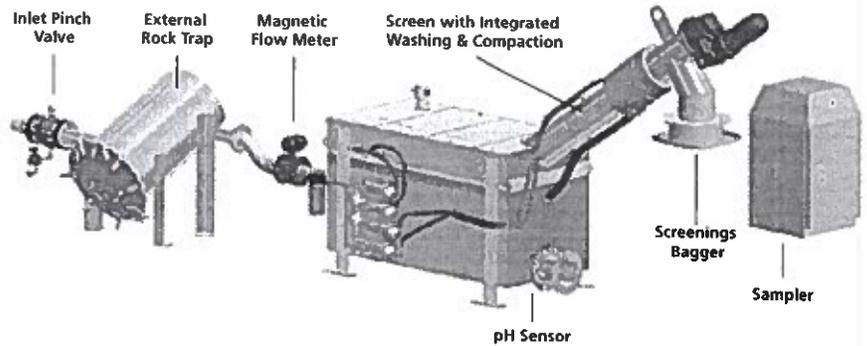


# The Lakeside *Raptor*® Septage Acceptance Plant

Many wastewater treatment plants process municipal, industrial, and septic tank sludges that contain debris and inorganic solids such as hair, plastics, grease, and hygienic materials. However, if not addressed appropriately, this debris can damage downstream equipment by clogging pumps and valves, decreasing aeration effectiveness, and dewatering and filtering equipment and sludge digestion.

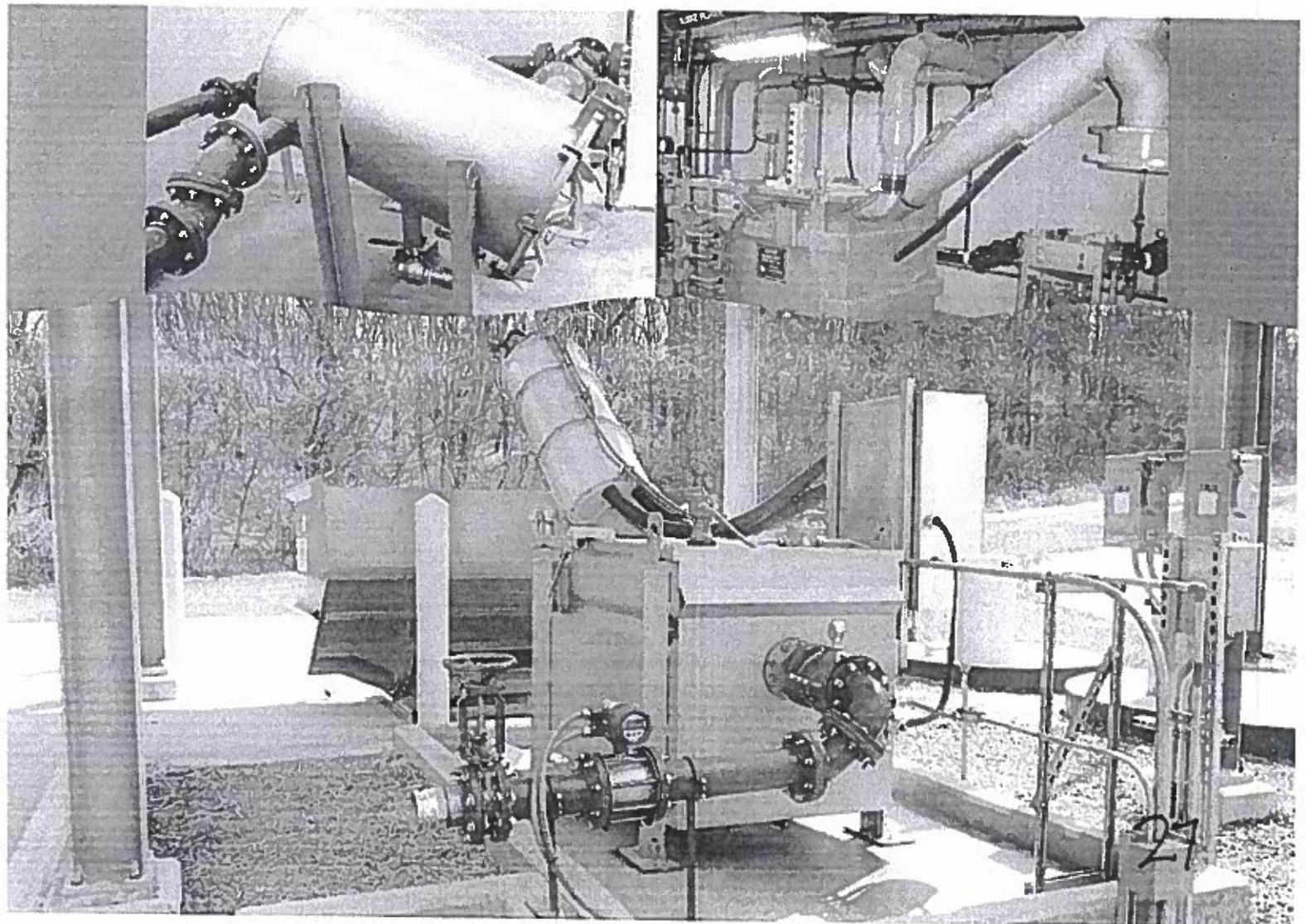
The SAP is a pre-engineered, self-contained, fully automated unit that removes debris and inorganic solids that typically pass through a conventional bar screen. Anchored by the reliable, heavy-duty *Raptor*® Fine Screen, the SAP is a simple, efficient way to pre-treat the increasing amount of municipal, industrial, and septic tank sludges processed at wastewater treatment plants.

Engineers, owners, and private companies recognize Lakeside as the industry leader in the design of septage acceptance equipment.



*Large Capacity External Rock Trap*

*Raptor® Septage Acceptance Plant Diagram*



Operators rely on the Lakeside *Raptor*® Septage Acceptance Plant for minimal maintenance, advanced administrative features, and faster load processing that attracts more haulers, allowing the unit to pay for itself in a short time frame.

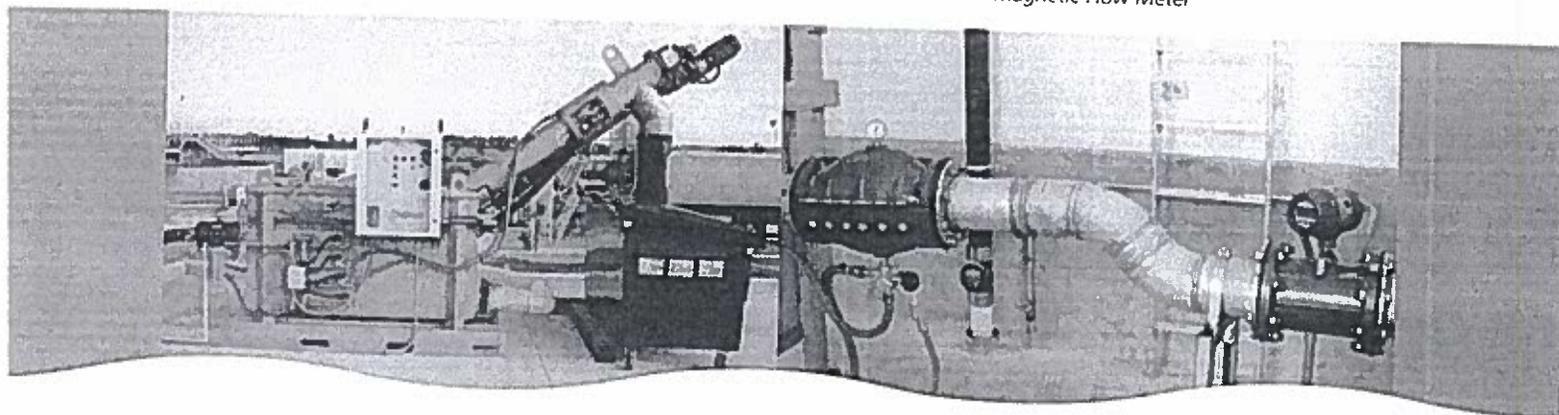
**Standard Features of the Lakeside SAP Offer Instant Benefits**

- Large capacity and rapid screen cleaning cycle process
- Pre-engineered to reduce design and installation costs
- Single motorized component, simple design, and easy operation improve reliability and reduce maintenance
- All AISI Type 304 stainless steel construction provides superior corrosion resistance
- Small footprint reduces total building volume and saves heating expenditures

- Reliable water-actuated pinch valve controls flow into the SAP
- Full-penetration rake head removes all captured debris/grease from the screen basket bars
- Two-stage washing feature lowers organic content/drier solids content
- Large compaction zone and 2 hp drive create a dry solid content of 40-50%, reducing screenings volume by 50% and weight by 67% for reduced disposal costs
- Contains septage, minimizes odors, and reduces insect and rodent attraction
- Pre-assembled, pre-wired, and pre-plumbed to enable one-day installation
- Integrated controls save design and installation costs

*Skid-Mounted Designs*

*Magnetic Flow Meter*

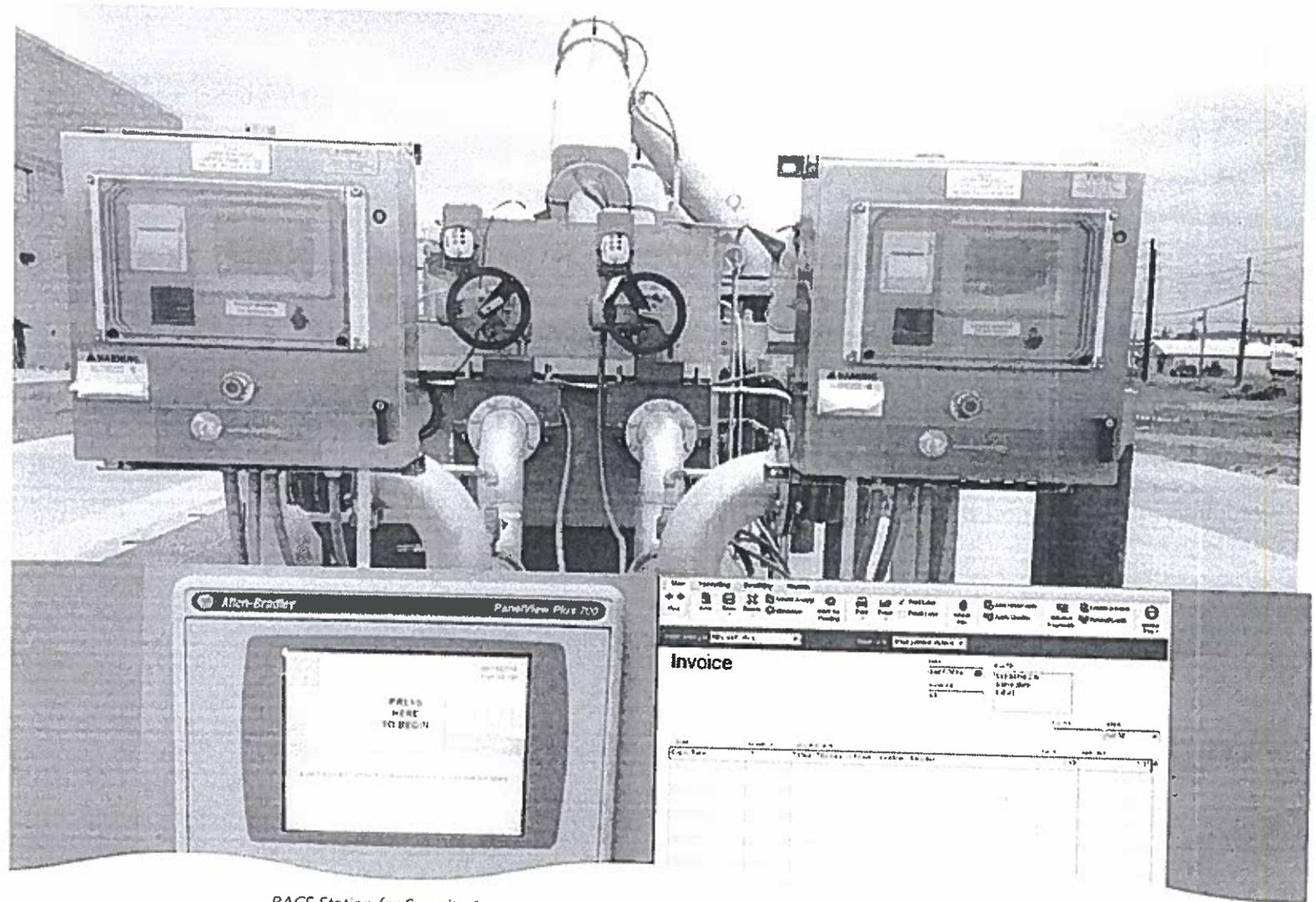


**Optional Features Offer Even More Flexibility and Value**

- AISI Type 316 stainless steel offers increased corrosion resistance for applications with chloride concentrations greater than 200 mg/L
- Explosion-proof enclosure that meets Class I/Division 1 or 2/Group D electrical environment
- Multiple inlets that allow operators to easily unload multiple tanker trucks at the same time
- Heat tracing, insulation, and protective cover for outdoor installations
- Individual bags or continuous hose bagger for odor control and to prevent re-hydration of screenings for outdoor installations

- Rock trap designs with 5 cubic feet of capacity to meet specific project requirements
- Magnetic flow meter that measures/totalizes flow from each septage tanker for billing purposes
- pH monitoring to detect septage outside the allowed pH range established by the plant
- Automatic sampling that allows owner to test each septage load
- Skid-mounted designs
- *Raptor*® Septage Complete Plant with screening, grit removal, and optional grease removal

# Raptor® Acceptance Control System (RACS)



*RACS Station for Security Access*

*Data Management and Invoicing*

## **Management and Accounting System**

A pre-configured personal computer periodically scans the RACS hauler station for new transactions and automatically enters them into an accounting system that permits customer tracking, invoicing and report generation. Plant personnel can manage hauler accounts and invoice septage haulers. The software package allows owner to:

- Receive data from up to ten RACS control stations
- Manage septage hauler identification information
- Generate reports and invoices and receive payments
- Record date, gallons and waste type for each load
- Permit entry of a minimum of five waste types and cost per gallon charges
- Import and export data
- Allow manual entry/import of load transactions

# Treatment equipment and process solutions from Lakeside Equipment Corporation

Lakeside offers a wide range of equipment and systems for virtually all stages of wastewater treatment from influent through final discharge. Each process and equipment item that we supply is manufactured with one goal: to reliably improve the quality of our water resources in the most cost-effective way. We have been doing just that since 1928.

## **Screw Pumps**

- Open Screw Pumps
- Enclosed Screw Pumps

## **Raptor® Screening**

- Fine Screen
- Micro Strainer
- Rotating Drum Screen
- Septage Acceptance Plant
- Septage Complete Plant
- Complete Plant
- Multi-Rake Bar Screen
- Wash Press

## **Screen and Trash Rakes**

- Hydronic T Series
- Hydronic K Series
- Hydronic Multifunctional Series
- Hydronic H Series
- Catronic Series
- Monorail Series
- HY-TEC Screen
- EO-TEC Screen
- RO-TEC Screen

## **Grit Collection**

- SpiraGrit
- Aeroductor
- In-Line Grit Collector
- Raptor® Grit Washer
- Grit Classifier
- H-PAC®

## **Clarification and Filtration**

- Spiraflo Clarifier
- Spiravac Clarifier
- Full-Surface Skimming
- MicroStar® filter

## **Biological Treatment**

- CLR Process
- Magna Rotor Aerators & Accessories
- Sequencing Batch Reactors
- Package Treatment Plants
- Submersible Mixers & Recirculation Pumps

## **Hauled Waste Receiving Systems**

- Raptor® Septage Acceptance Plant
- Raptor® Septage Complete Plant

## **Package Headworks Systems**

- Raptor® Complete Plant
- H-PAC®

## **Biological Treatment Systems**

- CLR Process
- Package Treatment Plants
- Sequencing Batch Reactors



1022 E. Devon, P.O. Box 8448  
Bartlett, IL 60103  
630.837.5640 FAX: 630.837.5647  
E-mail: sales@lakeside-equipment.com

# Imperial Valley Alive!

Edition:

Spring     Summer     Fall     Winter

20\_\_\_\_\_

Please fill out the form below and email it along with artwork to Peggy Dale at [peggy.dale@reliancecpr.com](mailto:peggy.dale@reliancecpr.com)

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| <input type="checkbox"/> Coupon .....                  | \$50 (available with Ad Purchase) |  |              |
| <input type="checkbox"/> Yearly contract 15% OFF ..... | Starting edition _____            |  |              |

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Credit Card:

Visa     Master Card     American Express

Card # \_\_\_\_\_

Auth. Code: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Signature: \_\_\_\_\_

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