

# Lassen County Waterworks District No. 1

PO Box 363

Bieber, Ca 96009

## Minutes

Regular board meeting of Lassen County Waterworks district #1 was held on Tuesday August 12, 2025 at 5:00 pm

Meeting called to order by Chairman Dan White at 5:00 PM.

**1. Roll call:**

- a. **Dan White:** Present
- b. **Jim Chapman:** Present
- c. **Kody Smith:** present
- d. **Bob Meeink:** Present
- e. **Karli Dowell:** Absent

**2. Public Observer:**

- a. None.

**3. Public Comment:**

- a. None.

**4. Minutes:**

- a. The minutes from the June 10<sup>th</sup> 2025 meeting were reviewed. A motion was made by Member Meeink to approve the minutes and was seconded by Member Chapman.
- b. The minutes from the July 8<sup>th</sup> 2025 meeting were reviewed. A motion was made by Member Meeink to approve the minutes and seconded by Member Smith.

**5. Reports:**

a. **Chairman:**

- i. None.

b. **Correspondence/ Newsletter:**

- i. Member Smith reported that there are the occasional calls from a blocked number outside office hours complaining about the water.
- ii. Member Smith also reported a call from Lassen County Environmental Health with questions about a use permit they are evaluating for someone in the district.

c. **Financial:**

- i. Member Smith reported that he has not received the financial reports from the county, but what we show for the month of July is \$22,377.83 in deposits and \$7,421.56 in expenses with a net of \$14,956.27.
- ii. Member Smith also reported that as of the meeting date there is \$8,797.94 in expenses for the month of August.

d. **Maintenance:**

- i. Member Smith reported that the 8 inch outflow line that drains ponds 1 and 2 in to pond 3 has been uncovered and is flowing and that he has been draining the water from them and putting it

into pond 3. This will also solve the issue of the water level in ponds 1 and 2 getting so high. The boards in the drainages structures will also have to be replaced as they are old and rotted.

- ii. Member Smith also reported a leak over at the intersection of Third and Cedar street. Members Smith and Chapman will work on digging up the road and fixing the leak.
- iii. There was discussion about the maintenance on Lift Station #2. Member Smith believes that if we replace the section of main on water street where the chunk of asphalt is that it should stop the water from backing up and flowing back into the lift station. Member Smith bought a section of pipe and some of the fittings for the project.
- iv. Member Smith has bought pipe and fittings for the project at the sewer ponds Lift Station so that we can replace the leaking pipe in the barrel and work on getting the new pump put in as well as the second discharge line.

#### **6. New Business:**

- a. Review Contract Worker Hourly Wages For Addition District Work:
  - i. Member Smith reported that our contract workers received a raise from their district to \$40.00/hour and are asking us if we can match that. This is for any additional work they do for the district and not an increase of the base rate we pay them. A motion was made by member Meeink to approve the raise and seconded by Member Chapman.
- b. Review And Approve Cleaning Out Sewer Pond #1:
  - i. The Board discussed the need to clean out pond 1 to try to get as much capacity back in the pond before winter. The board received a proposal from Packway Materials to clean out the ponds and do the work for us. It was decided that the cost was too much and that the district would rent the excavator and dump trucks and do the work ourselves. A motion was made by Member Smith to approve a budget of \$30,000 to get pond 1 cleaned out and seconded by Member Chapman.

#### **7. Old Business:**

- a. Sewer grant update:
  - i. Member Smith reported that we are still waiting on the report from our regulator with the results of his inspection of the system. The district is still waiting on more of the deliverables from Forsgren as well. Forsgren is working on the draft report as well as the final project report. We are also trying to work with them to get under contract to do the cost estimate which is line item 5 on the grant.
  - ii. Member Smith also reported that multiple reimbursements from the state have been approved and that once we get those check we turn around and cut the checks for Forsgren to pay the invoices we owe.
- b. Update On District Manager/Operator Position:
  - i. Member Smith reported that the position has been flown on Facebook and that he has been getting prices from newspapers ranging from about \$54.00 to \$300.00 and that he will work on getting it posted.
- c. Discuss Possible Water Leak On Bieber Dump Road:
  - i. It was discovered that the leak was a split PVC coupler where the main transitions from metal to PVC. A compression coupler was used and the leak it fixed. Member chapman marked where the leak was with a piece of pipe and covered the main back up.
- d. Updates On District Audit Information:

- i. Member Smith reported that he has been talking with an auditor in Redding who is booked but willing to take us on as a client. Member Smith is working on getting financial reports from the county so we can get pricing and a proposal to get our audits caught up. Right now it could be from \$5,000 - \$10,000 per year and we need to go back and have the past 5 years audited.
- e. Update on Sale Of 1986 F-250 And Water Tank:
  - i. Member Smith reported that he got the F-250 started and moved it to well #1 to get it cleaned out and get some pictures of it and park it at the office with For Sale signs and Closed Bid flyers.
  - ii. Member Smith will also get pictures of the water tank to get flyers made for it as well.

**Closed session:** nothing to report. Kody Smith motioned to adjourn the meeting; Jim Chapman second Meeting Adjourned at 5:51 PM. Next meeting **September 9, 2025** at 5:00pm.