

**REGULAR BOARD MINUTES  
SOUTH PLACER MUNICIPAL UTILITY DISTRICT**

| <b>Meeting</b> | <b>Location</b>                 | <b>Date</b>   | <b>Time</b> |
|----------------|---------------------------------|---------------|-------------|
| Regular        | SPMUD Boardroom<br>Zoom Meeting | June 27, 2024 | 4:30 p.m.   |

**I. CALL MEETING TO ORDER:** The Regular Meeting of the South Placer Municipal Utility District Board of Directors was called to order with President Durfee presiding at 4:30 p.m.

**II. ROLL CALL OF DIRECTORS:**

Present: Director Jerry Mitchell, Director Will Dickinson, Director Christy Jewell, Director James Durfee, Director Jim Williams

Absent: None

Vacant: None

Staff: Adam Brown, Legal Counsel  
Herb Niederberger, General Manager  
Carie Huff, District Engineer  
Emilie Costan, Administrative Services Manager

**III. PLEDGE OF ALLEGIANCE:** DE Huff led the Pledge of Allegiance.

**IV. PUBLIC COMMENTS:**

ASM Costan confirmed that no eComments were received. Hearing no other comments, the public comments session was closed.

**V. CONSENT ITEMS:**

1. MINUTES from the June 6, 2024, Regular Meeting.
2. ACCOUNTS PAYABLE in the amount of \$609,703 through June 17, 2024.
3. RESOLUTION 24-14 ESTABLISHING A FEE SCHEDULE FOR FISCAL YEAR 2024/25, RESOLUTION 24-15 ESTABLISHING A FINE SCHEDULE FOR FISCAL YEAR 2024/25, AND RESOLUTION 24-16 ESTABLISHING A SCHEDULE OF VALUES FOR FISCAL YEAR 2024/25.
4. RESOLUTION 24-17 REVISING BOARD POLICIES #3006 EMERGENCY RESPONSE, #3105 BUDGET PREPARATION, #3165 DELINQUENT PAST DUE BILLS, AND #3370 SEWER SYSTEM MANAGEMENT PLAN AND CREATING POLICY #5016 PUBLIC COMMENT VIA REMOTE PARTICIPATION AT BOARD MEETINGS

Director Dickinson made a motion to approve the consent items; a second was made by Director Mitchell; a roll call vote was taken, and the motion carried 5-0.

## **VI. BOARD BUSINESS**

### **1. INDUSTRIAL PRETREATMENT / BREWERY STUDY**

Frank Dittrich, Industrial Waste Analyst with the City of Roseville presented information on the Industrial Pretreatment Program and findings from the recent Brewery Study. He highlighted some of the benefits to the District and its customers from the pretreatment program which include reduced treatment and maintenance expenses, increased longevity of the system, and regulatory compliance.

Director Mitchell asked about what happens with the hops byproduct that is created from the brewery pretreatment process, and Mr. Dittrich shared that it is most commonly used as livestock feed and compost material. Director Dickinson inquired about the pretreatment solutions used for low PH. Mr. Dittrich shared that the businesses use a tote system to batch treat and neutralize the PH before discharging the waste. Director Dickinson asked how the waste compares to domestic sewage after it has been treated. Mr. Dittrich shared that the Biochemical Oxygen Demand (BOD) is the only measure that remains higher than domestic sewage. Industrial waste staff did not believe it would be feasible for the breweries to address the BOD. GM Niederberger shared that the District sent letters to the breweries about a month ago requesting that they submit plans to show compliance with the industrial waste guidelines. All of the breweries have submitted plans.

Vice President Jewell asked if the pipe material used impacts the buildup that occurs. Mr. Dittrich commented that the material can have an impact, especially as it ages. Director Williams commented that he appreciated the work done in partnership with the breweries to limit additional business costs. Director Mitchell asked if restaurants are part of the Industrial Pretreatment Program, and Mr. Dittrich shared that each agency has a Fats, Oils, and Greases Program. President Durfee suggested that staff highlight to the public how the program maximizes capacity at the treatment plant and lowers treatment costs.

### **2. RESOLUTION 24-18 ACCEPTING THE WORKPLACE VIOLENCE PREVENTION PLAN AND REVISING BOARD POLICY #2037**

GM Niederberger introduced the item sharing that the Workplace Violence Prevention Policy was updated to include the requirements for a Workplace Violence Prevention Plan. Mike Harris, Regulatory Compliance Technician, presented highlights from the new Workplace Violence Prevention Plan. He shared information on the new legislative requirements, the goals of the plan, and the various components that make up the plan.

Director Williams asked for Board Members to be included in emergency alert messages. Director Dickinson asked if the District prohibits firearms in the workplace and on job sites, and GM Niederberger shared that there is an existing process in place to obtain approval from the GM on a case-by-case basis if the person has the appropriate permits and licenses. President Durfee asked if the Policy and Ordinance Advisory Committee had a chance to review the policy, and GM Niederberger confirmed that they did.

Vice President Jewell made a motion to approve Resolution 24-18 accepting the Workplace Violence Prevention Plan and Revising Board Policy #2037; a second was made by Director Mitchell; a roll call vote was taken, and the motion carried 5-0.

### **3. RESOLUTION 24-19 ADOPTING THE FISCAL YEAR 2024/25 BUDGET AND PROPOSED SPENDING PLAN**

ASM Costan presented the budget and proposed spending plan. She shared changes staff made to the tables presented at the Budget Workshop on June 6, 2024, which included an update to the local connection fee revenue and a reduction to the property and liability insurance premium. She highlighted the salary steps proposed for the new GM and the five-year net position projections which may require the use of the CERBT and CEPPT accounts to maintain the required minimum reserve balance through the end of the current rate case. She also noted that Table 3 Revenue and Expenditure Summary has been updated from the version distributed in the agenda packet to show two years of audited financials, the projected current year numbers, and the capital revenue and expenditure summary to better meet the GFOA Distinguished Budget Award requirements. ASM Costan shared that the budget book will be submitted to the GFOA for review and consideration of the award.

The Board thanked staff for the quality and comprehensiveness of the budget book. Director Dickinson commented that the District has received criticism for the size of its reserves; however, the capital spending budget provides funding for some of the large and expensive projects needed in the District. Director Mitchell echoed the need to plan appropriately for necessary resources.

Director Mitchell made a motion to approve Resolution 24-19 adopting the Fiscal Year 2024/25 Budget and Proposed Spending Plan; a second was made by Vice President Jewell; a roll call vote was taken, and the motion carried 5-0

### **4. SOUTH PLACER WASTEWATER AUTHORITY (SPWA) BOARD MEETING REPORT – DIRECTOR JIM WILLIAMS**

President Williams reviewed the items from the June 27, 2024, SPWA Board Meeting which included approval of the following: 1). Regular Meeting Schedule for FY24-25; 2). Investment Policy for FY24-25; 3). Rate Stabilization Fund Balances; 4). SPWA Annual Financial Statements FY22-23; 5). Commendation for Bryan Buchanan; 6). Capital Improvement Project Update; 7). Approval of 2025 Wastewater Systems Evaluation Update; 8). Approval of Annual Operating Budget for FY 2024-2025; 9). SPWA Authorities and Background on Equivalent Dwelling Units; 10). Status of the Desktop Equivalent Dwelling Unit (EDU) Evaluation and Approval of the Detailed EDU Evaluation; 11). Capacity Fee Analysis and Approval of the Revised Capacity Fee.

Director Dickinson commented that there seems to be a disconnect in the understanding of how facilities are planned for and the charges for use. Director Mitchell commented that the fee studies continue to show that Roseville and the District are charging appropriate fees. Director Williams added that there also seems to be a misperception that if there is a lower flow that it automatically results in a lower cost even though other factors such as loading continue to drive cost increases. Director Dickinson added that he had a conversation with a staff member from Placer County who

shared that they recently completed split sample testing at two different labs and the results showed a forty percent difference between the labs. He cautioned that if a study is completed, the results need to be interpreted carefully.

## **VII. REPORTS**

### **1. District General Counsel (A. Brown):**

General Counsel Brown had no report for this meeting.

### **2. General Manager (H. Niederberger):**

#### **A. ASD, FSD & TSD Reports:**

Director Dickinson asked if there was a date set for the September special meeting, and GM Niederberger shared that it would not be scheduled until the GM recruitment is further along.

GM Niederberger shared that there was another break-in at the District that was very similar to the last break-in and targeted the same vehicles. The alarms and cameras did work, and the District is making additional changes to further improve security.

Director Mitchell asked about the Northwest Rocklin Sewer Annexation Construction Project and whether projects will be held up if the City of Rocklin doesn't obtain the required easements. DE Huff commented that all projects connecting upstream of the sewer trunk are receiving notice that connections are being approved on a case-by-case basis. At this point all projects have been allowed to connect; however, future projects may be impacted.

Director Dickinson asked about the timing of an Infrastructure Advisory Committee meeting to discuss the Castle City Mobile Home Project. GM Niederberger shared that this project has a two-part application process with the first part being a study. A meeting will be scheduled after the first phase of the application process is complete. Director Dickinson also asked for an update on the Granite Terrance Project, and DE Huff shared that the project has been stalled for the last four months while waiting on PG&E for power.

Director Mitchell asked about the FOG Compliance Chart which shows a large increase in facilities with no devices while the TSD Report stated that the list of establishments with no devices has gone down. DE Huff shared that there was a change made by the District's software vendor that caused the sudden spike in the chart; however, the number of establishments with no devices has been slowly going down.

#### **B. Information Items:**

There were no informational items.

### **3. Director's Comments:**

There were no Director's comments for this meeting.

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**VIII. ADJOURNMENT**

The President adjourned the meeting at 5:40 p.m. to the next regular meeting to be held on August 1, 2024, at 4:30 p.m. President Durfee adjourned the meeting in memory of Aldo Pineschi.



Emilie Costan, Board Secretary