

MURPHYS SANITARY DISTRICT

"To provide the highest level of collection, treatment and disposal of wastewater at the lowest cost possible to the user of the Murphys Sanitary District."

Regular Board Meeting
Thursday, June 08, 2023
10:00 a.m.



MSD District Office
15 Ernest Street, Suite A
Murphys, CA 95247

AGENDA

Board meetings are open to the public and the following alternative is available to members of the public who wish to participate in the meeting virtually:

Join the meeting [Click Here](#)

Meeting Number 2550 999 0895 Meeting Password: 06082023

Join by phone 1-415-655-0001 Access code 2550 999 0895

CALL TO ORDER\ PLEDGE OF ALLEGIANCE

1. **Motion to Approve Member Requests to Participate Remotely Due to Just Cause and/or Emergency Circumstances Pursuant to AB2449.**
2. **Roll Call**
3. **Agenda Changes**
4. **Public Comment** *(Limit 5 minutes per person) on items not appearing on agenda.*
At this time, members of the public may address the Board on any non-agendized item. The public is encouraged to work through staff to place items on the agenda for Board consideration. No action can be taken on matters not listed on the agenda.
5. **Consent Agenda** - The following items are expected to be routine non-controversial. Items will be acted upon by the Board at one time without discussion. Any Board member, staff member, or interested party may request that any item be removed for later discussion.
 - a) Financial Reports May 2023
 - b) Minutes: 05/18/2023 Special Meeting

BOARD OF DIRECTORS

Paige McMath-Jue, President Steve Gonzalez, Vice President
Marty Mellera, Secretary Bruce Miller, Treasurer Joseph Fontana, Director at Large/Parliamentarian

<https://www.murphyssd.org>

6. New Business

- a) Approval of 2023/2024 Fiscal Year Budget and Reserve Expenditures-Discussion/Action
- b) Options to lease cell tower on WWTP property-Discussion/Action
- c) Approval of expenditure to Bruce Whittle Electric-Discussion/Action

7. Staff Reports

- a) Administration
- b) Operation

8. Future Agenda Items/Director Comments**9. Next Regular Meeting: July 13, 2023 10:00 a.m.****10. Adjournment**

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the **Murphys Sanitary District at 209-728-3094**. Notification in advance of the meeting will enable MSD to make reasonable arrangements to ensure accessibility to this meeting. Any documents that are made available to the Board before or at the meeting, not privileged or otherwise protected from disclosure, and related to agenda items, will be made available at MSD for review by the public.

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<https://www.murphysd.org>

**Murphys Sanitary District
Operating and Investment Fund Balances**

May 31, 2023

Operating and Investment Funds

Operating Fund	134,222.90
Cash Drawer	200.00

Investment Fund Accounts

UBS Investments

Operating Reserve 1Y CD 5.25%	224,000.00
UBS #5 T-Bill 09-23-23 5.20%	200,000.00
UBS #4 T-Bill 08-17-2023 4.849%	200,000.00
UBS #3 T-Bill 07-13-23 4.67%	200,000.00
UBS #2 T-Bill 06-22-23 4.65%	200,000.00
UBS #1 T-Bill 11-09-23 4.98%	<u>200,000.00</u>

Total UBS Investments	1,224,000.00
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LAIF 2.71%	<u>1,140,066.07</u>
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Investment Fund Accounts	<u>2,364,066.07</u>
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Operating and Investment Funds	2,498,488.97
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06/01/23

Murphys Sanitary District Expense Disbursement Report May 2023

Type	Date	Num	Name	Memo	Amount
May 23					
Liability Check	05/03/2023	ACH	CalPERS	Retirement Contributions Empl...	-2,395.65
Liability Check	05/03/2023	ACH	EDD	Payroll Tax Liability	-599.54
Liability Check	05/03/2023	ACH	EFTPS Federal Tax...	Payroll Tax Liability	-3,047.46
Check	05/11/2023	ACH	Vanco Services	To record Returned checks PE...	-120.00
Liability Check	05/17/2023	ACH	CalPERS	Retirement Contributions Empl...	-2,379.66
Liability Check	05/17/2023	ACH	EDD	Payroll Tax Liability	-610.53
Liability Check	05/17/2023	ACH	EFTPS Federal Tax...	Payroll Tax Liability	-3,276.56
Liability Check	05/31/2023	ACH	CalPERS	Retirement Contributions Empl...	-2,388.20
Liability Check	05/31/2023	ACH	EDD	Payroll Tax Liability	-610.55
Liability Check	05/31/2023	ACH	EFTPS Federal Tax...	Payroll Tax Liability	-3,082.80
Check	05/01/2023	ACH	coPOWER	Dental and Vision Insurance	-430.07
Check	05/08/2023	ACH	Vanco Services	Vanco Service Fees	-105.00
Bill Pmt -Check	05/02/2023	10443	AALR & R Attorney...	Legal Counsel - Review RFP / ...	-594.30
Bill Pmt -Check	05/02/2023	10444	AT&T Internet - Six ...	Six Mile - Internet Acct #15316...	-53.50
Bill Pmt -Check	05/02/2023	10445	Calaveras Lumber	Misc. Supplies	-146.23
Bill Pmt -Check	05/02/2023	10446	Mountain Oasis Wa...	Drinking Water	-68.60
Paycheck	05/03/2023	10448	Fillmore, Kristina V	Payroll 05/03/2023	-1,756.21
Paycheck	05/03/2023	10449	Hemstad, Eric N	Payroll 05/03/2023	-1,563.12
Paycheck	05/03/2023	10450	Milliken, Amy R	Payroll 05/03/2023	-935.61
Paycheck	05/03/2023	10451	Murphy, Daniel W.	Payroll 05/03/2023	-3,002.37
Paycheck	05/03/2023	10452	Onstad, Joseph C	Payroll 05/03/2023	-2,373.74
Paycheck	05/03/2023	10453	Schroeder, Teri L	Payroll 05/03/2023	-468.69
Check	05/08/2023	10454	STE0004	STE0004 - Sold Partial Month ...	-46.00
Bill Pmt -Check	05/08/2023	10455	Aramark	Uniform Laundry Service	-228.79
Bill Pmt -Check	05/08/2023	10456	Landscaper Alfredo ...	Yard maintenance Office Buildi...	-200.00
Bill Pmt -Check	05/08/2023	10457	Mother Lode Answ...	Answering Service	-296.00
Bill Pmt -Check	05/08/2023	10458	UPUD	735 Six Mile Rd	-217.24
Bill Pmt -Check	05/08/2023	10459	Calaveras Power A...	WWTP - Electric	-7,646.80
Bill Pmt -Check	05/08/2023	10460	UPUD	735 Six Mile Rd - M	-92.53
Bill Pmt -Check	05/08/2023	10461	UPUD	26 Emerald Ct - M	-76.46
Bill Pmt -Check	05/08/2023	10462	UPUD	15 Ernest St - M	-76.87
Bill Pmt -Check	05/15/2023	10463	Alpha	Research & Monitoring	-922.00
Bill Pmt -Check	05/15/2023	10464	AT&T Internet - Six ...	Six Mile - Internet	-132.72
Bill Pmt -Check	05/15/2023	10465	CWEA	Annual Membership Dues	-202.00
Bill Pmt -Check	05/15/2023	10466	The Red Store	Misc Supplies - Screws; Saw B...	-134.48
Bill Pmt -Check	05/16/2023	10467	Signal Service	Alarm Service	-188.26
Paycheck	05/17/2023	10468	Fillmore, Kristina V	Payroll 05/17/2023	-1,668.05
Paycheck	05/17/2023	10469	Hemstad, Eric N	Payroll 05/17/2023	-1,782.68
Paycheck	05/17/2023	10470	Milliken, Amy R	Payroll 05/17/2023	-947.05
Paycheck	05/17/2023	10471	Murphy, Daniel W.	Payroll 05/17/2023	-3,002.36
Paycheck	05/17/2023	10472	Onstad, Joseph C	Payroll 05/17/2023	-2,148.60
Paycheck	05/17/2023	10473	Schroeder, Teri L	VOID:	0.00
Paycheck	05/17/2023	10474	Onstad, Joseph C	Payroll 05/17/2023	-1,340.28
Paycheck	05/17/2023	10475	Schroeder, Teri L	Payroll 05/17/2023	-407.09
Bill Pmt -Check	05/15/2023	10476	Aramark	Uniform Laundry Service	-51.51
Bill Pmt -Check	05/17/2023	10477	Kim Delbar Cleanin...	Office Cleaning Monthly May 2...	-60.00
Bill Pmt -Check	05/18/2023	10478	Bruce Miller	Regular Board Meeting - May ...	-100.00
Bill Pmt -Check	05/18/2023	10479	Joseph Fontana	Regular Board Meeting - May ...	-100.00
Bill Pmt -Check	05/18/2023	10480	Marty Meller	Regular Board Meeting - May ...	-100.00
Bill Pmt -Check	05/18/2023	10481	Paige Mc Math-Jue	Regular Board Meeting - May ...	-100.00
Bill Pmt -Check	05/18/2023	10482	PGE-Emerald Cree...	Emerald Creek - Electric	-157.68
Bill Pmt -Check	05/18/2023	10483	PGE-Office	Office - electric	-167.14
Bill Pmt -Check	05/18/2023	10484	Steve Gonzales	Regular Board Meeting - May ...	-100.00
Check	05/23/2023	10485	Big Bear Drywall	Invoice 4625 40% of Contract d...	-1,786.00
Bill Pmt -Check	05/23/2023	10486	US Bank	Misc Ernest St. Supplies; Fuel; ...	-4,621.67
Check	05/24/2023	10487	LAN0003	LAN0003 - Sold Partial Month ...	-16.00
Bill Pmt -Check	05/24/2023	10488	Comcast Business	Office Internet/Phone	-191.99
Check	05/25/2023	10489	UBS Financial Servi...	To open long term CD Operatin...	-24,000.00
Bill Pmt -Check	05/25/2023	10490	Black Water Consul...	WWTP Upgrade Part II	-5,008.00
Bill Pmt -Check	05/25/2023	10491	Black Water Consul...	Collection Repair Replacement...	-1,066.50
Bill Pmt -Check	05/30/2023	10492	Comcast- Emerald ...	Emerald Creek - Alarm Access	-105.16
Bill Pmt -Check	05/30/2023	10493	Calaveras Lumber	Misc. Supplies	-400.40
Bill Pmt -Check	05/30/2023	10494	Carbon Copy	Copiers	-40.54
Paycheck	05/31/2023	10495	Fillmore, Kristina V	Payroll 05/31/2023	-1,709.18
Paycheck	05/31/2023	10496	Hemstad, Eric N	Payroll 05/31/2023	-1,782.67
Paycheck	05/31/2023	10497	Milliken, Amy R	Payroll 05/31/2023	-947.04
Paycheck	05/31/2023	10498	Murphy, Daniel W.	Payroll 05/31/2023	-2,965.66

VOIDED Checks: Misprints 10447

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06/01/23

**Murphys Sanitary District
Expense Disbursement Report
May 2023**

Type	Date	Num	Name	Memo	Amount
Paycheck	05/31/2023	10499	Onstad, Joseph C	Payroll 05/31/2023	-2,373.76
Paycheck	05/31/2023	10500	Schroeder, Teri L	Payroll 05/31/2023	-436.11

May 23

Murphys Sanitary District
Profit & Loss Budget vs. Actual-Operating Budget
July 2022 through June 2023

06/01/23

	Jul '22 - Jun 23	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Monthly Billing				
4100 · Srv Chrgs - Residential	612,330.22	666,440.00	-54,109.78	91.9%
4102 · Srv Chrgs - Apartments	34,980.00	38,160.00	-3,180.00	91.7%
4104 · Srv Chrgs - Lodges/Churches	3,900.00	4,320.00	-420.00	90.3%
4106 · Srv Chrgs - School	3,976.00	4,272.00	-296.00	93.1%
4108 · Srv Chrgs - Commercial	163,484.89	178,695.00	-15,210.11	91.5%
Total Monthly Billing	818,671.11	891,887.00	-73,215.89	91.8%
Misc Income				
4999 · Rental Income	7,150.00	7,800.00	-650.00	91.7%
4110 · Pln Chk & Inspection Fees	425.00	500.00	-75.00	85.0%
4111 · Late Fees	2,615.10	2,500.00	115.10	104.6%
4120 · Taxes	149,305.86	135,000.00	14,305.86	110.6%
4130 · Other Services	1,782.00	1,800.00	-18.00	99.0%
4140 · General Reserve Interest				
4141 · LAIF Interest	20,785.98	0.00	20,785.98	100.0%
4140 · General Reserve Interest - Other	13,416.77	4,000.00	9,416.77	335.4%
Total 4140 · General Reserve Interest	35,609.21	4,000.00	31,609.21	890.2%
4150 · Vacant lot Billing	1,700.00	1,600.00	100.00	106.3%
4160 · Refunds - Rebates	650.54	500.00	150.54	130.1%
4170 · Connection Fees	0.00	0.00	0.00	0.0%
Total Misc Income	199,237.71	153,700.00	45,537.71	129.6%
Reserves				
4200 · Capital Reserves	0.00	0.00	0.00	0.0%
Total Reserves	0.00	0.00	0.00	0.0%
Grant Income				
4901.00 · WWTP Upgrade Grant Receipts	0.00	0.00	0.00	0.0%
Total Grant Income	0.00	0.00	0.00	0.0%
Total Income	1,017,908.82	1,045,587.00	-27,678.18	97.4%
Gross Profit	1,017,908.82	1,045,587.00	-27,678.18	97.4%
Expense				
Wages				
5001.00 · Wages - Operations	190,494.96	211,855.00	-21,360.04	89.9%
5001.50 · Wages - Office	136,971.11	159,233.31	-22,262.20	86.0%
5002.00 · Overtime - Operations	5,741.39	6,000.00	-258.61	95.7%
5002.50 · Overtime - Office	0.00	500.00	-500.00	0.0%
5005.00 · On-Call Comp - Operations	14,400.00	15,600.00	-1,200.00	92.3%
Total Wages	347,607.46	393,188.31	-45,580.85	88.4%
Employee Benefits				
5010.00 · Health Insurance - Operations	92,537.68	108,000.00	-15,462.32	85.7%
5010.50 · Health Insurance Administration	34,458.85	42,000.00	-7,541.15	82.0%
5015.00 · Accrued Vac - Operations	0.00	3,951.00	-3,951.00	0.0%
5015.50 · Accrued Vac - Administration	0.00	1,701.00	-1,701.00	0.0%
5020 · Pension Expense				
5020.10 · Contra Pension Expense	4,397.00	18,174.00	-13,777.00	24.2%
5020.00 · calPERS Retirement - Operations	15,262.87	16,785.95	-1,523.08	90.9%
5020.50 · calPERS Retirement - Admin	6,641.39	10,135.00	-3,493.61	65.5%
Total 5020 · Pension Expense	26,301.26	45,094.95	-18,793.69	58.3%
Total Employee Benefits	153,297.79	200,746.95	-47,449.16	76.4%
PR Taxes				
5030.50 · FICA-Medicare	30,513.33	36,438.80	-5,925.47	83.7%
Total PR Taxes	30,513.33	36,438.80	-5,925.47	83.7%
WORKERS' COMPENSATION				
5040.00 · Workers' Comp - Operations	17,000.31	16,000.00	1,000.31	106.3%
5040.50 · Workers' Comp. - Administration	1,420.00	700.00	720.00	202.9%
Total WORKERS' COMPENSATION	18,420.31	16,700.00	1,720.31	110.3%

Murphys Sanitary District
Profit & Loss Budget vs. Actual-Operating Budget
July 2022 through June 2023

06/01/23

	Jul '22 - Jun 23	Budget	\$ Over Budget	% of Budget
OPERATIONS - Maint & Repairs				
6001.10 · R&M - Collection	1,655.73	3,000.00	-1,344.27	55.2%
6001.20 · R&M - Treatment	1,832.67	3,000.00	-1,167.33	61.1%
6002.40 · R&M - Truck	959.03	4,000.00	-3,040.97	24.0%
6003.40 · R&M - Tractor	468.99	1,000.00	-531.01	46.9%
6004.40 · R&M - Trailer-Trash Pumps	83.90	500.00	-416.10	16.8%
6005.40 · R&M - Hydro Equipment	860.72	1,000.00	-139.28	86.1%
6006.40 · R&M - Sml Tools & Equipment	871.86	1,000.00	-128.14	87.2%
Total OPERATIONS - Maint & Repairs	6,732.90	13,500.00	-6,767.10	49.9%
OPERATIONS - Supplies				
7011.00 · Office Supplies	1,229.76	2,500.00	-1,270.24	49.2%
6010.00 · Equipment Rental	0.00	350.00	-350.00	0.0%
6011.00 · Gas-Oil-Fuel	6,833.10	9,500.00	-2,666.90	71.9%
6012.10 · Supplies - Collection	296.27	1,500.00	-1,203.73	19.8%
6012.20 · Supplies - Treatment	21,521.28	35,000.00	-13,478.72	61.5%
6013.00 · Safety Supplies	369.10	1,000.00	-630.90	36.9%
6014.00 · Tools - Equipment CIP	0.00	0.00	0.00	0.0%
6015.00 · Uniforms	2,806.47	4,000.00	-1,193.53	70.2%
Total OPERATIONS - Supplies	33,055.98	53,850.00	-20,794.02	61.4%
OPERATIONS - Utilities				
6021.10 · Electric - Water Collection	28,680.00	20,440.00	8,240.00	140.3%
6021.20 · Elec. - Water - Garbage WWTP	44,370.72	40,304.00	4,066.72	110.1%
6022.00 · Telephone - Internet	4,246.42	4,600.00	-353.58	92.3%
Total OPERATIONS - Utilities	77,297.14	65,344.00	11,953.14	118.3%
OPERATIONS - Other				
6031.20 · Education Operations	2,778.88	3,000.00	-221.12	92.6%
6032.20 · Research - Monitoring	22,963.07	24,000.00	-1,036.93	95.7%
6033.00 · Answering Service	3,054.00	3,600.00	-546.00	84.8%
6034.00 · Security-Alarm Service	4,986.32	7,500.00	-2,513.68	66.5%
Total OPERATIONS - Other	33,782.27	38,100.00	-4,317.73	88.7%
ADMINISTRATIVE - Rents - Leases				
7050.10 · Rents & Leases - Collection	720.00	720.00	0.00	100.0%
7050.50 · Rents & Leases	0.00	0.00	0.00	0.0%
Total ADMINISTRATIVE - Rents - Leases	720.00	720.00	0.00	100.0%
ADMINISTRATIVE - Supplies				
7011.50 · Office Supplies	7,502.32	4,000.00	3,502.32	187.6%
7012.50 · Postage	1,677.00	3,300.00	-1,623.00	50.8%
7013.50 · Printing	188.77	300.00	-111.23	62.9%
7014.00 · Publications	0.00	300.00	-300.00	0.0%
7015.50 · Office Equipment - Software	3,406.79	3,000.00	406.79	113.6%
7016.50 · Website-email Expenses	407.74	500.00	-92.26	81.5%
Total ADMINISTRATIVE - Supplies	13,182.62	11,400.00	1,782.62	115.6%
ADMINISTRATIVE - Utilities				
7021.50 · Electric - Water Office	3,646.76	3,828.00	-181.24	95.3%
7022.50 · Telephone-Internet Access	3,076.81	4,400.00	-1,323.19	69.9%
Total ADMINISTRATIVE - Utilities	6,723.57	8,228.00	-1,504.43	81.7%
ADMINISTRATIVE - Other				
7030.50 · Bank Charges - Vanco Fees	1,284.50	1,200.00	84.50	107.0%
7031.50 · County Lien Costs -Mileage	441.69	500.00	-58.31	88.3%
7034.50 · Education	3,556.33	3,000.00	556.33	118.5%
7035.50 · Memberships	13,429.06	10,500.00	2,929.06	127.9%
7036.50 · Grant Expenses	0.00	2,500.00	-2,500.00	0.0%
7099.50 · 15 Ernest St Building RM	2,651.36	3,000.00	-348.64	88.4%
Total ADMINISTRATIVE - Other	21,362.94	20,700.00	662.94	103.2%
ADMINISTRATIVE - Insurance				
7040.50 · Liability - Property Ins	29,811.60	29,000.00	811.60	102.8%
Total ADMINISTRATIVE - Insurance	29,811.60	29,000.00	811.60	102.8%
ADMINISTRATIVE – Professional				
7054.50 · Office Cleaning	600.00	720.00	-120.00	83.3%
7053.50 · Accounting Services	9,700.00	9,700.00	0.00	100.0%
7051.50 · Professional-Legal Services	711.90	6,000.00	-5,288.10	11.9%
7052.50 · Board Expenses	9,160.26	11,000.00	-1,839.74	83.3%
Total ADMINISTRATIVE – Professional	20,172.16	27,420.00	-7,247.84	73.6%

Murphys Sanitary District
Profit & Loss Budget vs. Actual-Operating Budget
July 2022 through June 2023

06/01/23

	Jul '22 - Jun 23	Budget	\$ Over Budget	% of Budget
ADMINISTRATIVE - License-Permit				
7070.00 · State Permits-Reporting	37,469.50	41,000.00	-3,530.50	91.4%
7071.00 · Plan Check Permits -	225.00	500.00	-275.00	45.0%
Total ADMINISTRATIVE - License-Permit	37,694.50	41,500.00	-3,805.50	90.8%
ADMINISTRATIVE - Advertising				
7080.50 · Advertising	52.50	750.00	-697.50	7.0%
7081.50 · Customer Outreach	648.75	750.00	-101.25	86.5%
Total ADMINISTRATIVE - Advertising	701.25	1,500.00	-798.75	46.8%
ADMINISTRATIVE – Engineering				
8500.50 · Engineering-General	3,796.75	7,500.00	-3,703.25	50.6%
Total ADMINISTRATIVE – Engineering	3,796.75	7,500.00	-3,703.25	50.6%
ADMINISTRATIVE - Debt Service				
9030.00 · WWTP Upgrade SRF Loan	43,670.48	43,670.48	0.00	100.0%
Total ADMINISTRATIVE - Debt Service	43,670.48	43,670.48	0.00	100.0%
Total Expense	878,543.04	1,009,506.54	-130,963.50	87.0%
Net Ordinary Income	139,365.78	36,080.46	103,285.32	386.3%
Net Income	139,365.78	36,080.46	103,285.32	386.3%

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06/02/23

Murphys Sanitary District
Profit & Loss Budget vs. Actual - Reserve Budget
 July 2022 through June 2023

	Jul '22 - Jun 23	Budget	\$ Over Budget	% of Budget
Other Income/Expense				
Other Income				
CAPITAL INCOME				
Grant Funds-Plant Upgrade II	0.00	390,000.00	-390,000.00	0.0%
Grant Funds-Collection System	0.00	3,500,000.00	-3,500,000.00	0.0%
Cash from Operating Account	0.00	36,080.46	-36,080.46	0.0%
Connection Fees Collected	60,000.00	40,000.00	20,000.00	150.0%
Total CAPITAL INCOME	<u>60,000.00</u>	<u>3,966,080.46</u>	<u>-3,906,080.46</u>	<u>1.5%</u>
Total Other Income	60,000.00	3,966,080.46	-3,906,080.46	1.5%
Other Expense				
CAPITAL REPAIR & MAINTENANCE				
9016.10 · CollectionSystem Replacement 22	52,090.50	3,500,000.00	-3,447,909.50	1.5%
9999.00 · 15 Ernest St Improvements	11,506.11	15,000.00	-3,493.89	76.7%
9007.00 · Capital Equipment	17,693.07	22,600.00	-4,906.93	78.3%
9021.00 · C I P Projects	0.00	0.00	0.00	0.0%
9022.00 · CIP - WWTP Upgrade Part II	25,864.00	390,000.00	-364,136.00	6.6%
Total CAPITAL REPAIR & MAINTENANCE	<u>107,293.68</u>	<u>3,927,600.00</u>	<u>-3,820,306.32</u>	<u>2.7%</u>
Total Other Expense	107,293.68	3,927,600.00	-3,820,306.32	2.7%
Net Other Income	<u>-47,293.68</u>	<u>38,480.46</u>	<u>-85,774.14</u>	<u>-122.9%</u>
Net Income	<u><u>-47,293.68</u></u>	<u><u>38,480.46</u></u>	<u><u>-85,774.14</u></u>	<u><u>-122.9%</u></u>

Murphys Sanitary District



MINUTES – Special Board Meeting
Thursday, May 18, 2023
15 Ernest St Ste. A
Murphys, Ca 95247

CALL TO ORDER – 10:03 a.m.

PLEDGE OF ALLEGIANCE

- 1. Motion to Approve Member Requests to Participate Remotely Due to Just Cause and/or Emergency Circumstances Pursuant to AB2449.**

Motion: Directors P. McMath-Jue & J. Fontana motion to approve Director B. Millers request to participate remotely Pursuant to AB2449 Emergency Circumstances: Roll Call Vote (5) Yeas (0) Nays

- 2. Roll Call - Directors Fontana, Miller (Via Remote), Meller, Gonzales & President McMath-Jue & Staff K. Fillmore, Admin. Manager; D. Murphy, Operations Manager & A. Milliken, Accounting Clerk**

3. Agenda Changes – None

4. Public Comment - None

5. Consent Agenda

a) Financial Reports April 2023

b) Minutes: 04/13/2023 Regular Meeting

Motion: Directors J. Fontana & S. Gonzales motion to accept the Consent Agenda; Financial Reports April 2023 & Minutes 04/13/2023 Regular Meeting: Roll Call Vote (5) Yeas (0) Nays

BOARD OF DIRECTORS

Paige McMath-Jue, President Steve Gonzalez, Vice President
 Marty Meller, Secretary Bruce Miller, Treasurer Joseph Fontana, Director at Large/Parliamentarian
<https://www.murphyssd.org>

6. New Business

a) Approve COLA Policy and COLA for FY 2023/2024 – *Board & Staff Review & Discuss*

Motion: Directors P. McMath-Jue & B. Miller motion to approve the updated COLA Policy as presented & set the 2023/2024 fiscal year COLA at 3%: Roll Call Vote (5) Yeas (0) Nays

b) Approve Employee Benefit Package - *Board & Staff Review & Discuss*

Motion: Directors P. McMath-Jue & J. Fontana motion to accept the proposed Insurance Benefits update in the Employee Handbook, to include Medical, Dental & Vision: Roll Call Vote (4) Yeas (1) Nay

c) Approve Holiday Closures, Pay Date & Salary Schedules for FY 2023/2024 - *Board & Staff Review & Discuss*

Motion: Directors J. Fontana & P. McMath-Jue motion to accept the new Salary Schedule, Proposed Pay Date & Holiday Closures as presented: Roll Call Vote (5) Yeas (0) Nays

d) Approve President McMath-Jue to attend GM Summit

Motion: Directors S. Gonzales & J. Fontana motion to approve President P. McMath-Jue to attend the GM Summit: Roll Call Vote (4) Yeas (0) Nays (1) Abstain

e) Approve Public Records Act Request Policy - *Board & Staff Review & Discuss*

Motion: Directors P. McMath-Jue & J. Fontana motion to approve the updated Public Records Act Request Policy as presented: Roll Call Vote (5) Yeas (0) Nays

f) Approve Investment Advisory Committee Recommendation of Investments – *Board & Staff briefly discuss*

Motion: Directors J. Fontana & S. Gonzales motion to approve the Investment Advisory Committee's investment recommendation as presented: Roll Call Vote (4) Yeas (0) Nays (1) Abstain

g) Approve Treatment Plant Encroachment Repair – *Discussion*

Motion: Directors J. Fontana & S. Gonzales motion to approve the Treatment Plant Encroachment Repair as presented upon satisfaction of submitted bid: Roll Call Vote (5) Yeas (0) Nays

BOARD OF DIRECTORS

Paige McMath-Jue, President Steve Gonzalez, Vice President

Marty Mollera, Secretary Bruce Miller, Treasurer Joseph Fontana, Director at Large/Parliamentarian

<https://www.murphyssd.org>

h) Review of 2023/2024 Preliminary Budget and Reserve Expenditures

- Board & Staff Review & Discuss - No Action

7. Unfinished/Old Business

a) 491 Williams Street – Information Only

8. Staff Reports – K. Fillmore & D. Murphy

a) Administration – K. Fillmore gives brief update on the Collections Upgrade, Engineers have met with the Environmental Consultant, Augustine & Associates; Ernest St Upgrades have started, looking for Contractor to bid deck; Power Rates with CPPA (Calaveras Public Power Agency) will be increasing; Per Legal Counsel, CPA and Insurance, Board Members shall receive a W-2, refer to pg. 63 of the Board Packet for more information - Discussion

b) Operation – D. Murphy gives a brief update on the water levels & seasonal pumping; Informs the Board of Monument Signs being installed by the County representing the “Clean California Gateway” within the Murphys area, proximity to our utility lines have been checked; Clarifies that Church Street will be included in the Collections Project; B. Whittle is ready to program the AC Unit pending Manufacturer’s response, D. Murphy to look into possible Warranty Issue with Engineer – Discussion

9. Board and Committee Reports

a) Investment/Finance Review Committee - see 6.g

10. Future Agenda Items/Director Comments – Information on Prop. 218 is available.

11. Next Regular Meeting: June 8, 2023 at 10:00 a.m.

12. Adjournment – 12:05 p.m.

BOARD OF DIRECTORS

Paige McMath-Jue, President Steve Gonzalez, Vice President

Marty Mellera, Secretary Bruce Miller, Treasurer Joseph Fontana, Director at Large/Parliamentarian

<https://www.murphysd.org>

13. CLOSED SESSION

- Open Closed Session 12:07 a.m.

**Public Employee Evaluation
(Government Code Section 54957 (b)(1)(2))**

- Operations Manager
- Administration Manager

- End Closed Session – 1:20 p.m.

14. Reportable Action from Closed Session – *None*

Respectfully;

Amy R Milliken, Clerk of the Board

Director Marty Meller, Secretary

BOARD OF DIRECTORS

Paige McMath-Jue, President Steve Gonzalez, Vice President
Marty Meller, Secretary Bruce Miller, Treasurer Joseph Fontana, Director at Large/Parliamentarian
<https://www.murphyssd.org>



Murphys Sanitary District STAFF REPORT

DATE: June 08, 2023
TO: Members of the Board
FROM: Kristina Fillmore, Administration Manager
SUBJECT: Approval of FY Budget 2023/2024

Recommendation: Staff recommends Members of the Board to approve the FY 2023/2024 Budget as presented.

Background:

The action for approval and adoption of the annual budget is completed in June of each calendar year. In preparation for the fiscal year 2023/24 budget, staff has prepared a presentation for the Board to review. The Management team participated in the development and considered potential financial impacts of inflation, cost increases, and critical maintenance needed to our infrastructure.

OPERATING BUDGET

REVENUE: Rate revenue for the fiscal year 2023/2024 is funded by customer type of residential, commercial, apartments/duplex/condos, church/lodges, and schools. The District currently has 1141 connections and approximately 1207 equivalent dwelling units (EDU's). Anticipated rate revenue for the fiscal year 2023/2024 is \$894,954.24. Other revenue sources of the district encompass rental income, plan check and inspection fees, late fees, taxes, autopay set up fees, interest income, vacant lot billing, and refunds/rebates. Other revenue income is anticipated at \$240,700.00. Total revenue for FY 2023/2024 has increased 8.6% over last fiscal year due to the increase in yields of the District's investments. There is no rate increase for FY 2023/2024.

EXPENDITURES: The proposed operation budget for the fiscal year 2023/2024 is \$950,179.00, a 6% decrease from last fiscal year. The operating budget encompasses such cost as personnel, California Public Employees' Retirement System (CalPERS), Unfunded Accrued Liability (UAL), debt service, insurance premiums, and overhead cost associated with day-to-day operations.

SUMMARY OF FISCAL YEAR 2023/2024

Wages: The change to wages in 2023/2024 budget is attributed to a Cost-of-Living adjustment (COLA) of 3% and salary adjustments for 2023/2024.

Employee Benefits: There has been no significant change in the budget for employee benefits in 2023/2024 from last fiscal year. The Board approved to cover eligible employees and their dependents at 100% for medical, dental, and vision insurance on at their May 18, 2023 meeting. CalPERS employer contributions will increase on July 1, 2023 for Classic members, from 8.63% to 10.1% and for PEPRAs members 7.47% to 7.68%. There is no Unfunded Accrued Liability (UAL) balance due in 2023/2024. Accrued vacation is a cash out option for the operations staff who will exceed max accrual in the 2023/2024 fiscal year and will have the option to cash out up to 40 hours as stated in employee handbook.

Payroll Taxes: There is a 5% increase in payroll taxes due to salary adjustments for 23/24 FY.

Operations – Supplies & Materials: There is an overall 5% increase in operations supplies and materials expenditures due to cost increases in treatment chemicals and computer software updates.

Operations – Utilities: Utilities operations budget had an increase of 22% from last year's budget to encompass electric, water, and trash removal rate increases.

Operations – Other: Other expenditures include education, research and monitoring, answering service, and alarm service. This line item shows a 10% decrease due to alarm service cost.

Administrative – Utilities: Administrative utilities budget has an increase of 6% over last year to encompass electric and water rate increases.

Administrative - Other: Other expenditures include bank service fees, collection costs, education, district memberships, misc. grant expenses, and 15 Ernest Street repairs and maintenance. The education budget increased due to allow staff to further professional development.

Administrative – Insurance: Liability and property insurance has increased by 21%. Estimated renewal rates are between \$33,829-\$34,696.

Administrative – Professional: Professional services has an 8% increase. Office cleaning has been eliminated. Accounting services for our 2022/2023 audit is contracted for \$10,000. Two new line items have been added, IT/website maintenance and software.

Administrative – Advertising: Advertising budget has decreased 16% due to the District’s new website platform that has customer engagement features staff plans to utilize.

Administrative – Engineering: The engineering budget has decreased due to the costs and fees paid to the engineer for plan review of new building and permits. There have been no recent new applications for a permit or plan reviews.

Administrative – Debt Service: This line item in the operating budget has been eliminated and will be reported as a restricted reserve fund. The District has a financing agreement with State Water Resources Control Board. The financing agreement is the District’s shared cost of 25% of the last grant funded project. The District’s beginning balance was \$1,003,397.00 and is required to make annual payments of \$43,670.48 for 30 years at 1.80%.

Capital Improvement Plan (CIP) The District’s beginning CIP balance for 2023/2024 FY is approximately \$2,096,395.07. An allocation of approximately \$185,476.00 which represents the excess revenue/expenses will be transferred from Operating in June 2024. The capital budget incorporates key projects to further advance the District’s Capital Improvement Program (CIP), August 2022. Capital projects include rehabilitation and replacement of infrastructure and equipment. There are 6 projects requested in the fiscal year 2023/2024 for a total of \$140,000. Please see schedule below:

Schedule of Capital Improvement Equipment Replacement for FY 2023/2024:

Capital Equipment Replacement	
Willow Creek Pump	\$ 1,500.00
Rock for ponds	\$ 6,000.00
Flow meter replacement	\$ 4,500.00
A/C IPS unit install	\$ 20,000.00
New Truck	\$ 70,000.00
WWTP Encroachment	\$ 30,000.00
ADA Deck Replacement	\$ 8,000.00
Total CIP Equipment Replace	\$ 140,000.00

Grant Projects: The District applied for CWSRF grant funding for two CIP projects in the 10-year CIP plan dated August 2022. The first project is the Collection System Improvements. The objective is to install and/or replace antiquated sanitary sewer pipes, manholes, and cleanouts within the District's collection system. Estimated grant assistance is \$4,200,000. Construction is estimated to start in 2024. The second project is a Wastewater Treatment Plant Upgrade Phase II. The objective of this project is to replace antiquated sanitary sewer force main, replace the sand filtration system, install site fencing, upgrades to the disinfection system, provide backup power for the system, and upgrade the existing WWTP facilities. Estimated grant assistance is \$5,047,674. Construction is estimate to start in 2025. Murphys Sanitary District would be eligible for 100% funding for eligible project costs based on the CWSRF IUP.

Murphys Sanitary District
Proposed Operating Budget Income

	2022/23 Approved Budget	2023/24 Proposed Budget
Income		
4100 · Srv Chrgs - Residential	666,440.00	644,400.00
4102 · Srv Chrgs - Apartments	38,160.00	59,760.00
4104 · Srv Chrgs - Lodges/Churches	4,320.00	8,551.80
4106 · Srv Chrgs - School	4,272.00	4,272.00
4108 · Srv Chrgs - Commercial	178,695.00	177,970.44
Total Monthly Billing	891,887.00	894,954.24
4999 · Rental Income	7,800.00	7,800.00
4110 · Pln Chk & Inspection Fees	500.00	300.00
4111 · Late Fees	2,500.00	2,000.00
4120 · Taxes	135,000.00	135,000.00
4130 · Other Services-Autopay set up	1,800.00	1,500.00
4140 · General Reserve Interest		
4141 · LAIF Interest	0.00	-
4140 · General Reserve Interest	4,000.00	100,000.00
4150 · Vacant lot Billing	1,600.00	1,700.00
4160 · Refunds - Rebates	500.00	500.00
Total Misc Income	153,700.00	240,700.00
TOTAL INCOME	1,045,587.00	1,135,654.24

Murphys Sanitary District Proposed Operating Budget Expenses 2023/2024

	Jul '22 - Jan'23	Feb'23 - June'23	EOY Projection	22/23 Budget	Proposed 23/24 Budget	% Change
Wages						
Wages - Operations	115,508.96	90,200.00	205,708.96	211,855.00	227,496.69	
Wages - Office	100,964.13	45,500.00	146,464.13	159,233.31	123,041.66	
Overtime - Operations	4,087.13	1,912.87	6,000.00	6,000.00	3,000.00	
Overtime - Office	0.00	-	-	500.00	-	
On-Call Comp - Operations	9,000.00	6,600.00	15,600.00	15,600.00	10,500.00	
	0.00					
Total Wages	229,560.22	144,212.87	373,773.09	393,188.31	364,038.35	-7.00%
Employee Benefits						
Health Insurance - Operations	60,185.66	46,500.00	106,685.66	108,000.00	120,000.00	
Health Insurance Administration	24,290.06	15,750.00	40,040.06	42,000.00	42,000.00	
UAL Pension Expense	4,397.00	-	4,397.00	18,174.00	-	
calPERS Retirement - Operations	9,459.98	6,500.00	16,564.35	16,785.95	19,715.09	
calPERS Retirement - Admin	4,353.12	2,750.00	7,103.12	10,135.00	8,330.00	
Accured Vac-Ops	0.00	-	-	3,951.00	2,562.01	
Accurd Vac-Admin	0.00	-	-	1,701.00	-	
Total Employee Benefits	102,685.82	71,500.00	174,790.19	200,746.95	192,607.10	-4.00%
Payroll Taxes						
FICA-Medicare-SS	20,529.41	13,000.00	33,529.41	36,438.80	38,500.00	
Total PR Taxes	20,529.41	13,000.00	33,529.41	36,438.80	38,500.00	5.00%
Workers' Compensation						
Workers' Comp – Operations	15,897.80	15,897.80	17,000.31	16,000.00	16,000.00	
Workers' Comp -- Board					23.00	
Workers' Comp. – Administration	700.00	700.00	1,420.00	700.00	700.00	
Total Workers' Compensation	16,597.80	16,597.80	18,420.31	16,700.00	16,723.00	0.00%
Operations - Maint & Repairs						
R&M - Collection	1,397.84	1,602.16	3,000.00	3,000.00	3,000.00	
R&M - Treatment	1,475.57	1,524.43	3,000.00	3,000.00	3,000.00	
R&M - Truck	243.50	1,756.50	2,000.00	4,000.00	4,000.00	
R&M - Tractor	71.08	928.92	1,000.00	1,000.00	500.00	
R&M-Trailer-Trash Pumps	0.00	-	-	500.00	500.00	
R&M - Hydro Equipment	747.74	252.26	1,000.00	1,000.00	1,500.00	
R&M - Sml Tools & Equipment	871.86	128.14	1,000.00	1,000.00	1,000.00	
Total Operations - Maint & Repairs	4,807.59	6,192.41	11,000.00	13,500.00	13,500.00	0.00%
Operations - Supplies						
Equipment Rental	0.00	350.00	350.00	350.00	350.00	
Gas-Oil-Fuel	2,787.22	5,212.78	8,000.00	9,500.00	8,500.00	
Supplies - Collection	173.54	1,326.46	1,500.00	1,500.00	1,500.00	
Supplies - Treatment	14,434.37	21,000.00	35,434.37	35,000.00	37,000.00	
Office Supplies - Operations	936.81	1,000.00	1,936.81	2,500.00	2,000.00	
Safety Supplies	352.00	1,000.00	1,000.00	1,000.00	1,000.00	
Uniforms	1,512.49	1,887.51	3,400.00	4,000.00	4,000.00	
Software Update-PQ					2,000.00	
Total Operations - Supplies	20,196.43	31,776.75	51,621.18	53,850.00	56,350.00	5.00%

Murphys Sanitary District Proposed Operating Budget Expenses 2023/2024

	Jul '22 - Jan'23	Feb'23 - June'23	EOY Projection	22/23 Budget	Proposed 23/24 Budget	% Change
Operations - Utilities						
Collections - Electric/Water	11,891.36	12,327.64	24,219.00	20,440.00	30,000.00	
WWTP - Electric/Water	25,358.58	18,241.42	43,600.00	40,304.00	45,000.00	
Telephone - Internet	2,889.43	1,500.00	4,389.43	4,600.00	4,500.00	
Total Operations - Utilities	40,139.37	32,069.06	72,208.43	65,344.00	79,500.00	22.00%
Operations - Other						
Education Operations	1,287.00	1,713.00	3,000.00	3,000.00	3,000.00	
Research - Monitoring	10,108.27	13,891.73	24,000.00	24,000.00	24,000.00	
Answering Service	1,870.00	1,480.00	3,350.00	3,600.00	3,550.00	
Security-Alarm Service	1,637.35	2,285.80	3,923.15	7,500.00	3,700.00	
Total Operations - Other	14,902.62	19,370.53	34,273.15	38,100.00	34,250.00	-10.00%
Administrative - Rents - Leases						
7050.10 - Rents & Leases - Collectio	720.00	-	720.00	720.00	720.00	
Total Administrative - Rents - Leases	720.00		720.00	720.00	720.00	0.00%
Administrative - Supplies						
Office Supplies - Admin	6,184.57	500.00	6,684.57	4,000.00	4,000.00	
Operating Expenses					1,500.00	
Postage	563.35	1,219.30	1,782.65	3,300.00	1,500.00	
Printing	76.16	223.84	300.00	300.00	300.00	
Publications	0.00	300.00	300.00	300.00	300.00	
Office Equipment - Software	2,100.88	899.12	3,000.00	3,000.00	3,000.00	
Website-email Expenses	395.24	104.76	500.00	500.00	500.00	
Total Administrative - Supplies	9,320.20	3,247.02	12,567.22	11,400.00	11,100.00	-2.00%
Administrative - Utilities						
Electric - Water Office	2,407.81	1,750.00	4,157.81	3,828.00	4,500.00	
Telephone-Internet Access	2,890.13	1,750.00	4,640.13	4,400.00	4,200.00	
Total Administrative - Utilities	5,297.94	3,500.00	8,797.94	8,228.00	8,700.00	6.00%
Administrative - Other						
Bank Charges - Vanco Fees	704.50	500.00	1,204.50	1,200.00	1,440.00	
County Lien Costs -Mileage	381.56	118.44	500.00	500.00	500.00	
Education	2,541.23	1,500.00	4,041.23	3,000.00	4,500.00	
Memberships	13,181.90	-	13,181.90	10,500.00	10,000.00	
Grant Expenses	0.00	2,500.00	2,500.00	2,500.00	2,500.00	
15 Ernest St Building RM	1,550.00	1,450.00	3,000.00	3,000.00	3,000.00	
Total Administrative - Other	18,359.19	6,068.44	24,427.63	20,700.00	21,940.00	6.00%
Administrative - Insurance						
Liability - Property Ins	29,811.60	-	29,811.60	29,000.00	35,000.00	
Total Administrative - Insurance	29,811.60		29,811.60	29,000.00	35,000.00	21.00%
Administrative - Professional						
Office Cleaning	420.00	300.00	720.00	720.00	-	
Accounting Services	9,700.00	-	9,700.00	9,700.00	10,000.00	
Professional-Legal Services	0.00	2,000.00	2,000.00	6,000.00	6,000.00	
Board Expenses	5,772.97	4,675.00	10,447.97	11,000.00	11,000.00	
Website/IT Maintenance					1,200.00	
Software Update-PQ					1,500.00	
Total Administrative - Professional	15,892.97	6,975.00	22,867.97	27,420.00	29,700.00	8.00%

Murphys Sanitary District Proposed Operating Budget Expenses 2023/2024

	<u>Jul '22 - Jan'23</u>	<u>Feb'23 - June'23</u>	<u>EOY Projection</u>	<u>22/23 Budget</u>	<u>Proposed 23/24 Budget</u>	<u>% Change</u>
Administrative - License-Permit						
State Permits-Reporting	28,402.00	8,564.56	36,966.56	41,000.00	41,000.00	
Plan Check Permits -	225.00	-	300.00	500.00	300.00	
Total Administrative - License-Permit	28,627.00	8,564.56	37,266.56	41,500.00	41,300.00	0.00%
Administrative - Advertising						
Advertising	52.50	147.50	200.00	750.00	500.00	
Customer Outreach	398.75	351.25	750.00	750.00	750.00	
Total Administrative - Advertising	451.25	498.75	950.00	1,500.00	1,250.00	-16.00%
Administrative - Engineering						
Engineering-General	3,796.75	1,203.25	5,000.00	7,500.00	5,000.00	-33.00%
Administrative - Debt Service						
WWTP Upgrade SRF Loan	0.00	43,670.48	43,670.48	43,670.48	-	
Total Administrative - Debt Service	0.00	43,670.48	43,670.48	43,670.48	-	0.00%
			955,695.16	1,009,506.54	950,178.45	-1.50%
					Reserve Transfer CIP 23/24	185,475.79
					Total 2023/2024 Expenditures	1,135,654.24

6/1/2023
2,364,066.07

Balance after Op Reserve & Debt Service 2,096,395.07

**Restricted Reserve Fund
Allocations 2023-2024**

	3 mos. Billing	Income	Debt Service	Capital Repair Replacement	Equipment Repair Replacement	Discretionary
CIP Revenue	224,000.00	224,000.00	43,671.00	1,048,197.54	419,279.01	628,918.52
				50%	20%	30%
<i>From Operating to Reserves</i>				92,737.90	37,095.16	55,642.74
<i>Connection Fees</i>				20,000.00		
<i>Grant Project: WWTP II</i>				350,000.00		
<i>Grant Project: Collections</i>				4,100,000.00		

CIP Expenditures

Capital Equipment Repair/Replace	(120,000.00)	(12,000.00)
15 Ernest St Improvements	(8,000.00)	
Grant Project: WWTP II	(350,000.00)	
Grant Project: Collections	(4,100,000.00)	
Balance	224,000.00	43,671.00
	1,032,935.44	444,374.17
		684,561.26

Projected ending balance 2024 2,429,541.87

Capital Equipment Replacement

Willow Creek Pump \$	1,500.00
Rock for ponds \$	6,000.00
Flow meter replacement \$	4,500.00
A/C IPS unit install \$	20,000.00
New Truck \$	70,000.00
WWTP Encroachment \$	30,000.00
ADA Deck Replacement \$	8,000.00
Total CIP Equipment Replace \$	140,000.00

Approved 05/18/2023

Murphys Sanitary District 5 Year Income/Expense Comparison

1:46 PM
05/09/23
Accrual Basis

	Actual Jul '18 - Jun 19	Actual Jul '19 - Jun 20	Actual Jul '20 - Jun 21	Actual Jul '21 - Jun 22	Projected Jul '22 - Jun 23	Approved Budget Jul '22 - Jun '23	Proposed Jul '23 - Jun 24
Income							
Misc Income	169,499.87	198,956.40	215,990.35	467,426.44	197,000.00	153,700.00	240,700.00
Monthly Billing	867,585.89	866,608.48	865,202.15	879,944.22	896,108.00	891,887.00	894,954.24
Total Income	<u>1,037,085.76</u>	<u>1,065,564.88</u>	<u>1,081,192.50</u>	<u>1,347,370.66</u>	<u>1,093,108.00</u>	<u>1,045,587.00</u>	<u>1,135,654.24</u>
	1,037,085.76	1,065,564.88	1,081,192.50	1,347,370.66	1,093,108.00	1,045,587.00	1,135,654.24
Expense							
ADMINISTRATIVE - Debt Service	0.00	0.00	0.00	0.00	43,670.48	43,670.48	-
ADMINISTRATIVE - Advertising	0.00	1,834.32	0.00	396.00	950.00	1,500.00	1,250.00
ADMINISTRATIVE - Utilities	3,863.94	4,154.51	4,178.35	5,899.06	8,800.00	8,228.00	8,700.00
ADMINISTRATIVE -- Engineering	7,776.61	1,485.00	855.00	12,573.31	5,000.00	7,500.00	5,000.00
ADMINISTRATIVE - Rents - Leases	7,860.00	8,520.00	8,520.00	5,486.70	720.00	720.00	720.00
ADMINISTRATIVE - Supplies	9,110.88	7,963.96	15,636.64	11,931.55	12,567.22	11,400.00	11,100.00
OPERATIONS - Maint & Repairs	9,927.06	34,589.55	-633.91	9,411.82	11,000.00	13,500.00	13,500.00
ADMINISTRATIVE - Insurance	0.00	19,610.18	54,122.65	638.54	29,811.60	29,000.00	35,000.00
ADMINISTRATIVE - Other	14,415.34	17,200.62	15,452.40	28,511.62	24,427.00	20,700.00	21,940.00
ADMINISTRATIVE -- Professional	17,800.92	18,840.93	18,393.89	20,822.20	22,867.97	27,420.00	29,700.00
WORKERS' COMPENSATION	558.61	28,804.60	19,853.40	28,358.86	16,125.00	16,700.00	16,723.00
ADMINISTRATIVE - License-Permit	25,508.00	29,525.00	30,385.00	34,820.00	37,266.56	41,500.00	41,300.00
OPERATIONS - Other	25,401.04	41,819.76	25,799.32	29,851.31	34,273.15	38,100.00	34,250.00
OPERATIONS - Supplies	29,181.76	40,104.75	36,213.97	35,086.29	51,621.18	53,850.00	56,350.00
OPERATIONS - Utilities	35,347.94	30,517.43	39,740.09	44,985.52	72,208.43	65,344.00	79,500.00
PR Taxes	25,516.37	27,104.62	28,925.15	37,267.63	33,600.00	36,438.80	38,500.00
Employee Benefits	124,266.75	137,632.92	148,371.37	111,589.92	174,185.82	200,746.95	192,607.00
Wages	284,613.04	305,394.95	327,560.68	341,780.91	371,573.09	393,188.31	364,040.00
Total Expense	<u>621,148.26</u>	<u>755,103.10</u>	<u>773,374.00</u>	<u>759,411.24</u>	<u>950,667.50</u>	<u>1,009,506.54</u>	<u>950,180.00</u>
	621,148.26	755,103.10	773,374.00	759,411.24	950,667.50	1,009,506.54	950,180.00



Murphy's Sanitary District STAFF REPORT

DATE: June 08, 2023
TO: Honorable Members of the Board
FROM: Dan Murphy, Chief Plant Operator
SUBJECT: Operational Staff Report

OPERATIONAL MONTHLY TOTALS AND SUMMARY

Water storage levels in Pond# 4	Pond four water level dropped by a total of five inches in May, starting June at an elevation of 2271'
PG&E Kilo Use	517 kWhrs at WWTP 79 kWhrs at IPS
Rain Fall at WWTF	1.3 inches recorded over five days at the beginning of May
CL2 Usage	194 gallons of Chlorine used for 1.751 million gallons of Effluent discharged
Plant influent gallons	4,287,400 gallons 500,000 gallons more than May 2022
Effluent gallons	1,751,450 gallons total 1.6 million to KHS
Ironstone Influent	166,000 gallons AVG
Hydro flushing lineal footage	3,200 feet video inspected and flushed
Sewer Overflow Count	None
Spray Field Gallons Applied	387,600 gallons applied over a rotating of five days without any prohibited run-off

OPERATIONAL MONTHLY TOTALS AND SUMMARY Continued....

- Main street lighting project- All MSD's service mainlines have been marked out and surveyed so as not to be in conflict with the scope of work on Main, Jones, Sheepranch, Scott, Church and Algiers streets.
- Operations has started to shop around for a replacement gas service truck to be purchased in the 23/24 fiscal year. *See attached first quote*
- Annual CVSALTS program P&O Study participation fee and certificate due. Total cost to MSD- \$159.11 for the 2023 calendar year. Update of the CVSALTS program:

PRIORITIZATION AND OPTIMIZATION STUDY FOR ALTERNATIVE SALINITY PERMITTING APPROACH

- 1. On May 31, 2018, the Central Valley Regional Water Quality Control Board (Central Valley Water Board) adopted Amendments to the Water Quality Control Plans for the Sacramento River and San Joaquin River Basins and the Tulare Lake Basin to Incorporate A Central Valley-Wide Salt and Nitrate Control Program (Basin Plan Amendments). The Basin Plan Amendments were approved by the State Water Resources Control Board (State Water Board) on October 16, 2019, and the Office of Administrative Law on January 15, 2020. Parts of the Basin Plan Amendments became effective upon Office of Administrative Law approval. Other parts became effective after receiving approval from the United States Environmental Protection Agency (USEPA) on November 12, 2020.*
- 2. The Basin Plan Amendments include the Program to Control and Permit Salt Discharges to Surface and Groundwater (Salt Control Program). The Salt Control Program as applicable to Groundwater became effective on or about January 15, 2020, and surface water components became effective on or about November 12, 2020, after approval by USEPA.*
- 3. The Salt Control Program is a program for the control and permitting of discharges containing salt in the Sacramento-San Joaquin River Basins and the Tulare Lake Basin and applies to all surface and ground waters.*
- 4. Salt concentrations in surface and ground waters generally continue to increase over time despite existing water quality management programs and strategies to control salt. Based on supporting studies, existing salt management options in areas with significant salt concerns would unlikely change the volume and mass of salt. To address such concerns, the Central Valley Water Board found that a comprehensive solution to salinity issues in the Central Valley will need to rely on both local and sub-regional solutions as well as broad region-wide projects to export salt out of the Central Valley. Additional studies are needed to further define the range of solutions for surface and ground waters that may be deployed within each Central Valley hydrologic region to prevent continued impacts to salt sensitive areas in the Central Valley.*
- 5. Given the need for these studies, the Central Valley Water Board will implement a phased Salt Control Program. Phase I consists of the Prioritization and Optimization Study (P&O Study), which will facilitate the development of a long-term Salt Control Program to achieve the Central Valley Water Board's goals for salinity management for the Central Valley.*
- 6. Under the provisions of the Basin Plan Amendments adopted by the Central Valley Water Board, all permitted salt discharges shall comply with the provisions of the Salt Control Program upon receiving a Notice to Comply from the Central Valley Water Board.*
- 7. For Phase I of the Salt Control Program, the Central Valley Water Board adopted two compliance pathways for permitted dischargers of salt: 1) Conservative Salinity Permitting Approach, and 2) Alternative Salinity Permitting Approach. The Conservative Salinity Permitting Approach applies to all permitted dischargers unless the permittee elects to participate in the Phase 1 Alternative Salinity Permitting Approach. Permittees have six (6) months from receiving a Notice to Comply to elect to participate in the Phase 1 Alternative Salinity Permitting Approach.*
- 8. Permittees electing to participate in the Phase I Alternative Salinity Permitting Approach must agree to participate collectively in the P&O Study with other permittees, the Central Valley Water Board, and other stakeholders, including providing the minimum required level of financial support.*
- 9. The CVSC has agreed to be the lead entity for overseeing P&O Study Work Plan development as well as implementing the approved P&O Study Work Plan, which is anticipated to take ten (10) to (15) years.*
- 10. Upon approval of certain provisions of the Basin Plan Amendments by the USEPA, the Central Valley Water Board is expected to send Notices to Comply to permittees and irrigated agricultural lands coalition groups that discharge salt to surface or groundwater in the Central Valley Region's jurisdictional area.*
- 11. Upon receiving the Notice to Comply, permittees have six (6) months to elect to participate in the Phase 1 Alternative Salinity Permitting Approach or be subject to the Conservative Salinity Permitting Approach.*
- 12. Permittees that elect to participate in the Alternative Salinity Permitting Approach must register their intent to participate with the CVSC and provide payment for their identified level of financial support.*



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 Stock # : 23F125 New / Used : **New** VIN : 1FT7X2BAXPEC46756 Mileage: 3
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 Payoff : _____ VIN : 3FTNF21S84MA09161 Mileage: 98,578
 Vehicle : 2004 Ford F-250 Color : Oxford White Clearcoat [White]
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Market Value Selling Price	69,424.00
Security Guard	297.00
Total Purchase	69,721.00
Trade Allowance	5,500.00
Trade Difference	64,221.00
Doc Fee	85.00
Tax	5,060.94
Non Tax Fees	1,021.75
Cash Deposit	.00
Balance	70,388.69

*This menu is a quick reference only and is not a full summary of the terms, party responsibility, dealer cost, or Cancellation or claim procedures of any product or service. See individual product documentation for details.

Type Comments Here: