

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

<b>Meeting</b>	<b>Location</b>	<b>Date</b>	<b>Time</b>
Regular	Zoom Meeting/District Office	August 5, 2021	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 Dickinson presiding at 4:30 p.m.

**II. ROLL CALL OF DIRECTORS:**

Present: President Will Dickinson, Vice President Jerry Mitchell, Director John Murdock, Director James Durfee

Absent: Director Jim Williams

Vacant: None

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

**III. PLEDGE OF ALLEGIANCE:** President Dickinson led the Pledge of Allegiance.

**IV. CONSENT ITEMS:**

1. MINUTES from the July 1, 2021 Regular Meeting.
2. ACCOUNTS PAYABLE in the amount of \$3,472,702 through July 27, 2021.
3. QUARTERLY INVESTMENT REPORT in the total amount of \$65,404,336 through June 30, 2021.
4. BILL OF SALE Acceptance of Bill of Sale for Sewer Improvements within Secret Ravine with an estimated value of \$250,908.
5. RESOLUTION 21-26 ABOLISHMENT OF THE FIELD SERVICES MANAGER (PREVIOUSLY FOREMAN) AND PROJECT MANAGER POSITIONS
6. RESOLUTION 21-27 ACCEPTANCE OF THE FOOTHILL TRUNK SEWER REPLACEMENT PROJECT
7. RESOLUTION 21-28 ACCEPTANCE OF THE NEWCASTLE SEWER SYSTEM REPAIRS 2021 PROJECT
8. RESOLUTION 21-29 CCTV SOFTWARE AND IMPLEMENTATION AGREEMENT WITH ITPIPES LLC
9. RESOLUTION 21-30 AUTHORIZING THE GENERAL MANAGER TO SURPLUS PROPERTY AND/OR EQUIPMENT

Director Durfee made a motion to approve the consent items; a second was made by Vice President Mitchell; a roll call vote was taken, and the motion carried 4-0.

#### **V. PUBLIC COMMENTS:**

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

#### **VI. BOARD BUSINESS**

##### **1. SUPERVISORY CONTROL AND DATA ACQUISITION (SCADA) MASTER PLAN PRESENTATION**

DS Nielsen presented the SCADA Master Plan to the Board, sharing the work that has been completed to ensure that the District can efficiently and effectively monitor the SPMUD collection system using SCADA technology, as well as the next steps to implement an updated system.

Vice President Mitchell and Director Murdock asked about other local agencies that are using SCADA. DS Nielsen shared that the City of Roseville implemented a SCADA system last year which included the remote system and the water and wastewater treatment plants. He shared that most local agencies, including Placer County, are currently using SCADA.

Vice President Mitchell inquired as to whether there are enough vendors to ensure a competitive market and about the timeline for completion. DS Nielsen shared that the District would like to move from the existing proprietary system to an open system where there are several providers to choose from. The Master Plan identifies a project timeline of 18 to 24 months.

President Dickinson asked if the vendor preparing the Master Plan will likely bid on the work and have an advantage over other competitors. DS Nielsen shared that the District plans to make the Master Plan available to all interested bidders and work to ensure that the process is competitive. President Dickinson also asked how often SCADA data is used. DS Nielsen shared that the data is currently used to respond to alarms. The District is looking for a system where staff can complete frequent monitoring and use historical data more effectively. The intent is for the data to be monitored daily to anticipate issues before an alarm is received. President Dickinson asked about the viability of continuing to use the current vendor and update existing equipment. DS Nielsen shared that there are challenges with the current vendor regarding limited functionality of the proprietary software, outdated security, and limited customer support.

Director Durfee asked that staff completed a weighted analysis of the items staff believes are most important to include in the upgraded system. Director Murdock asked about outreach to other agencies that have implemented systems. DS Nielsen shared that outreach will be incorporated into the procurement process.

The Board commended staff for ensuring the District is adequately prepared for the future and asked about the next steps. DS Nielsen shared that staff is continuing to move forward with design work and will be coming back to the Board with additional information for review and approval.

## VII. REPORTS

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

General Counsel Brown shared that the temporary suspension of certain provisions of the Brown Act allowing remote board meetings will expire on September 30, 2021. GC Brown will be following this item to see if the Governor extends the temporary suspension.

The Board discussed continuing to meet remotely due to the recent spike in cases and updated guidance from the Center for Disease Control (CDC).

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

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

Vice President Mitchell commented there are many large projects planned including the SCADA Master Plan, Corporation Yard Improvements, and the Atherton Trunk project and added that he is trusting that there are resources in place to complete this work. GM Niederberger shared that the projects are planned out such that staff should be able to manage the project workload.

President Dickinson asked if the District is changing the 457 provider from MassMutual to Empower? He shared that he was recently appointed to the Placer County Deferred Compensation Committee. He asked if the employees were involved in the decision to change providers. ASM Costan shared that it was not a change initiated by the District. MassMutual was acquired by Empower.

Vice President Mitchell asked what EPMC stands for. GM Niederberger shared that it is an item related to pension payments that will be discussed with the Personnel Advisory Committee and brought back to the Board for further discussion in September.

President Dickinson asked about the purchase orders over \$50,000 listed in the General Manager monthly report. GM Niederberger shared that these are blanket purchase orders used to pay monthly expenses. They are created for tracking purposes in the District's financial software. ASM Costan shared that the blanket purchase orders are closed at the end of the fiscal year and new ones are opened at the beginning of the fiscal year. GC Brown added that the purchase orders reflect the amount budgeted for the year and appear to be compliant with the District Purchasing Policy. The Board recommended a footnote to the table for these types of purchase orders.

Vice President Mitchell inquired as to the percentage of records that have been scanned into Laserfiche. ASM Costan shared that this is an ongoing effort that will likely continue for some time. Staff is making an extra effort to scan records in preparation for the Corporation Yard Improvement Project.

Director Murdock asked about the two service calls noted in the FSD report that the District was responsible for. DS Nielsen shared that these were both lateral stoppages. GM Niederberger shared that the District is experiencing a surge in cockroaches. The District has created a webpage with information for customers on this topic.

#### B. Information Items: No additional items.

**3. Director's Comments:**

Director Murdock and Director Durfee thanked DS Nielsen for his SCADA presentation.

Vice President Mitchell shared that there has been a push from the Building Industry Association regarding development fees and there may be additional inquires made of staff.

President Dickinson commented again that he has been appointed to serve on the Placer County Deferred Compensation Committee. The Committee handles concerns and recommendations regarding the County's Deferred Compensation provider. He shared that he does not see any potential conflict of interest but invited others to share any potential concerns.

**VIII. ADDITIONAL PUBLIC COMMENTS**

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

**IX. ADJOURNMENT**

The President adjourned the meeting at 6:12 p.m. to the next regular meeting to be held on September 2, 2021, at 4:30 p.m.



Emilie Costan, Board Secretary