

# AMADOR WATER AGENCY

## Board of Directors Meeting

12800 Ridge Road, Sutter Creek, CA 95685

January 22, 2009

9:00 a.m.

Website Address: [www.amadorwa.com](http://www.amadorwa.com)

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1. **CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

2. **ADDITIONS TO AGENDA**

Items added to the agenda must be approved by the Board pursuant to Government Code Section 54954.2.

3. **PUBLIC COMMENT FOR MATTERS NOT ON THE AGENDA**

Discussion items only, no action to be taken. Any person may address the Board at this time upon any subject within the jurisdiction of Amador Water Agency; however, any matter that requires action will be referred to Staff for a report and action at a subsequent Board meeting. Please note there is a five (5) minute time limit per person.

4. **CONSENT AGENDA**

Items listed on the consent agenda (see attached) are considered routine and may be enacted by one motion. Any item may be removed for discussion and made apart of the regular agenda at the request of a Board member(s).

5. **IMPROVEMENT DISTRICTS**

A. Wastewater Improvement Districts

1. Discussion of Wastewater Sanitary Sewer Management Plan (SSMP) Regulation Changes
2. Discussion and general information on Waste Discharge Requirements (WDR), Monitoring, and NPDES permits
3. Discussion of Wastewater State Fees Increases

6. **AGENCY GENERAL**

A. Economic Stimulus Request

1. Discussion of Ready to Construct Project List

B. Board Committee Assignments

1. Approval of Agency Board of Directors Committee Assignments
2. Discussion of Board Compensation Policy 2050

7. **COMMITTEE MEETING REPORTS**

1. AWA/ Sutter Creek Committee Meeting 01/13/09
2. Mountain Counties Meeting 12/12/08
3. CAMRA Meeting 12/17/08

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**BOARD OF DIRECTORS**

8. **BOARD OF DIRECTOR DISTRICT REPORTS** - The Board Members may report on various activities, meetings, etc. that they have been involved in within their respective districts. Discussion only, no formal action will be taken. Any matter requiring action will be placed on an upcoming agenda for consideration.
9. **FUTURE AGENDA TOPICS** -This item is to provide the Board Members an opportunity to request items to be placed on future agendas.
10. **CLOSED SESSION** may be called for the following matters:
  - A. Conference with Legal Counsel Pursuant to Government Code Section 54956.9(a) – Existing Litigation- Amador Water Agency vs. Kenneth Perano, as Trustee of the Ernest W. Perano Exemption Trust, et al. (Amador County Superior Court Case No. 06-CV4189)
11. **ADJOURNMENT** - Next Regular Board Meeting February 12, 2009

*In compliance with the Americans with Disabilities Act, if you are a disabled person and you need a disability-related modification or accommodation to participate in this meeting, then please contact Cris Thompson at (209) 223-3018 or (209) 257-5281 (fax). Requests must be made as early as possible, and at least two-full business days before the start of the meeting.*

*Documents and materials relating to an open session agenda item that are provided to the Amador Water Agency Board of Directors less than 72 hours prior to a regular meeting will be available for public inspection and copying at 12800 Ridge Rd, Sutter Creek CA 95685*

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**BOARD OF DIRECTORS**

# AMADOR WATER AGENCY

## CONSENT AGENDA

January 22, 2009

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Items listed on the consent agenda are considered routine and may be enacted by one motion. Any item may be removed for discussion and made a part of the regular agenda at the request of a Board member(s).

### 1. RESOLUTIONS

- A. Adoption of Resolution No. 2009-06 Honoring James Chatigny for his years of service as Executive Director of Mountain Counties Water Resources Association
- B. Adoption of Resolution No. 2009-07 and 2009-08 to authorize the General Manager to submit an application to the California Department of Public Health Safe Drinking Water State Revolving Fund Program for the Lake Camanche Project and the Buckhorn Project.

### **\*\*\* DATES TO REMEMBER \*\*\***

January 19, 2009 Holiday Office Closed  
January 26, 2009 Joint Water Committee Meeting –Agency Offices  
January 30, 2009-Mokelumne River Association- Mel’s Diner Jackson  
February 4, 2009 Water Rights Workshop 9:00 a.m.  
February 12, 2009 Regular Board Meeting  
February 25, 2009 Strategic Planning Workshop 9:00 a.m.

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### **BOARD OF DIRECTORS**

Terence W. Moore, President    Bill Condrashoff, Vice President    Don Cooper    Gary Thomas    Debbie Dunn

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# STAFF REPORT

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Recognition of James Chatigny for service as Executive Officer of Mountain Counties Water Resources Association.

***Requested Action:***

Adopt resolution 2009-06 recognizing James Chatigny's public service as Executive Officer of Mountain Counties Water Resources Association.

***Background:***

The Amador Water Agency participates in several regional organizations that represent the interests of small rural foothill water agencies. One such organization is Mountain Counties Water Resources Association. James Chatigny has been the Executive Officer for the past seven years and has performed extremely well in his position. The attached resolution recognizes his accomplishments while an Executive Officer of Mountain Counties Water Resources Association.

Prepared by: Jim Abercrombie, General Manager

**RESOLUTION NO. 2009-06  
OF THE BOARD OF DIRECTORS  
OF THE AMADOR WATER AGENCY  
HONORING JAMES CHATIGNY UPON HIS RETIREMENT FROM  
MOUNTAIN COUNTIES WATER RESOURCES ASSOCIATION**

**WHEREAS, James Chatigny** is a retiring member of the Mountain Counties Water Resources Association after serving 7 years of dedicated and outstanding services; and

**WHEREAS, James Chatigny** has served with distinction as the Executive Officer of the Mountain Counties Water Resources Association; and

**WHEREAS, James Chatigny** effectively and tirelessly represented the concerns and interests of the Mountain Counties Water Resources Association as a whole; and

**WHEREAS, James Chatigny** throughout his tenure as an Executive Officer of the Mountain Counties Water Resources Association, consistently worked to improve and expand the Mountain Counties Water Resources Association's ability to influence the California Water Plan by adding the Mountain Counties Region as an area of special interest; and

**WHEREAS,** the Water Agency benefited greatly from **James Chatigny's** expertise, experience and leadership in participating in the Mountain Counties Water Resources Association; and

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the Amador Water Agency that said Board does hereby adopt this resolution honoring **James Chatigny** upon the occasion of his retirement from service to the Mountain Counties Water Resources Association, and expresses its sincere thanks and appreciation for his many years of service to his the Mountain Counties Water Resources Association

The foregoing Resolution was duly passed and adopted by the Board of Directors at a Regular Board Meeting held this 22<sup>nd</sup> day of January, 2009, by the following vote:

AYES:  
NOES:  
ABSENT:  
ABSTAIN:

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Terence W. Moore, President  
Board of Directors

Attest: \_\_\_\_\_  
Cris L. Thompson  
Clerk of the Board of Directors

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# STAFF REPORT

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Authorize the General Manager to Submit an Application to the California Department of Public Health Safe Drinking Water State Revolving Fund Program.

***Requested Action:***

Staff recommends that the Board of Directors adopt Resolution No. 2009-07 & 08 authorizing the General Manger or his designee to prepare, submit, and execute a grant/loan application, agreement and other documents with the California Department of Public Health (CDPH) Safe Drinking Water State Revolving Fund Program.

If either project is selected for funding, staff will report to the Board of Directors and make recommendations regarding the funding program, the project and construction; additionally if the program is required to include loan funding as part of the grant program, the Board of Directors will be requested to approved the loan and adopt a Resolution specific to sources of revenue for repayment prior to execution of any agreement.

***Background:***

This Resolution will give the General Manager authorization to prepare the necessary data, sign, submit, and execute a grant / loan application and agreement with the CDPH Safe Drinking Water State Revolving Fund Program with respect to the Lake Camanche Water Quality and Disinfection Compliance Requirements and System Improvements Project, and the Buckhorn Water Treatment Plant Disinfection Bi-Products / Backwash Compliance Project.

The Lake Camanche Project will include improvements to the system to meet and maintain chlorine treatment contact time; improve distribution pressures, storage and other improvements that meet funding criteria.

The Buckhorn project will reduce Disinfection Bi-Products through system improvements to meet Stage Two Regulatory Requirements for the Disinfection Bi-Products Rule and California Department of Public Health and the Federal Environmental Protection Agency's schedule for compliance. First Stage efforts were previously completed.

**RESOLUTION NO. 2009-07**

**OF THE BOARD OF DIRECTORS OF THE AMADOR WATER AGENCY  
DESIGNATING INDIVIDUALS WITH THE LEGAL AUTHORITY TO SIGN CDPH  
FORMS AND APPLY FOR A STATE OF CALIFORNIA, DEPARTMENT OF PUBLIC  
HEALTH SAFE DRINKING WATER STATE REVOLVING FUND PROGRAM**

**BE IT RESOLVED**, by the Board of Directors of the Amador Water Agency that, pursuant to all the terms and provisions of the State of California, Department of Public Health Safe Drinking Water State Revolving Fund, the General Manager, Financial Services Manager, and Manager of Engineering & Planning are hereby authorized and directed to cause necessary data to be prepared, investigations to be performed for the Lake Camanche Water Quality and Disinfection Compliance Requirements and System Improvements Project No. 0310021-003 and execute on behalf of the Amador Water Agency the following:

1. Application for a CDPH-SDWSRF Loan Application
2. Funding Agreement and any Amendments
3. The Budget and Expenditure Summary Forms
4. Approve Claims for Reimbursement
5. Certification of Project Completion
6. Final Release Form

The foregoing resolution was duly passed and adopted by the Board of Directors of the Amador Water Agency at a regular meeting held on this 22nd day of January, 2009, by the following vote:

AYES:  
NOES:  
ABSENT:  
ABSTAIN:

Signed and approved by me after its passage this 22nd day of January, 2009.

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President, Board of Directors

ATTEST:

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Cris L. Thompson  
Clerk of the Board of Directors

**RESOLUTION NO. 2009-08**

**OF THE BOARD OF DIRECTORS OF THE AMADOR WATER AGENCY  
DESIGNATING INDIVIDUALS WITH THE LEGAL AUTHORITY TO SIGN CDPH  
FORMS AND APPLY FOR A STATE OF CALIFORNIA, DEPARTMENT OF PUBLIC  
HEALTH SAFE DRINKING WATER STATE REVOLVING FUND PROGRAM**

**BE IT RESOLVED**, by the Board of Directors of the Amador Water Agency that, pursuant to all the terms and provisions of the State of California, Department of Public Health Safe Drinking Water State Revolving Fund, the General Manager, Financial Services Manager, and Manager of Engineering & Planning are hereby authorized and directed to cause necessary data to be prepared, investigations to be performed for the Buckhorn Water Treatment Plant Disinfection Bi-Products/Backwash Compliance Project No. 0310012-006; and execute on behalf of the Amador Water Agency the following:

1. Application for a CDPH-SDWSRF Loan Application
2. Funding Agreement and any Amendments
3. The Budget and Expenditure Summary Forms
4. Approve Claims for Reimbursement
5. Certification of Project Completion
6. Final Release Form

The foregoing resolution was duly passed and adopted by the Board of Directors of the Amador Water Agency at a regular meeting held on this 22nd day of January, 2009, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Signed and approved by me after its passage this 22nd day of January, 2009.

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President, Board of Directors

ATTEST:

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Cris L. Thompson  
Clerk of the Board of Directors

## Sanitary Sewer Management Plan (SSMP)

Purpose: The Federal and State Governments in an effort to reduce/ eliminate Sanitary Sewer Overflows (SSO) developed a program called "SSMP", Sanitary Sewer Management Program. This is intended as a comprehensive approach which includes the following:

- A. Electronic data gathering from computerized reporting of all wastewater spills.
- B. Submission of an SSMP development plan and schedule. This plan shall include:
  - 1. The definition of the goal
  - 2. Contacts within our organization
  - 3. Establishment of required legal authority done by ordinance and inclusion into our rules and regulations
  - 4. Development of an Operations and Maintenance plan
  - 5. Development of design and performance standards
  - 6. Overflow Emergency Response plan
  - 7. Develop a Fats, Oils and Grease plan (FOG)
  - 8. Develop a system evaluation and capacity assurance plan
  - 9. Monitoring and Measurement plan
  - 10. Audit program
  - 11. Public Communication plan

In development each one of the program sections will contain a number of sub-section requirements.

The SSMP program is intended to regulate only collection systems, not Wastewater Treatment Plants. The Amador Water Agency is responsible for twelve (12) systems, of which eight (8) are regulated under the SSMP program. Inclusion is required when a system is comprised of greater than 1.0 mile of collection system piping. This group of 8 includes: Fairway Pines/Mace Meadows, Eagles Nest, Pine Grove, Jackson Pines, Martell, Lake Camanche, Gayla Manor and Wildwood Estates.

Population of each system dictates which compliance schedule we are to follow. All of our systems are less than 2,500 population and are therefore the last systems required to meet the SSMP program implementation schedule.

At this point in time our included systems are integrated into the State Electronic Reporting System and our staff has been trained. We have submitted the required application, system descriptions, compliance with the reporting program, submission of the SSMP development plan and schedule, submission of our goal and organizational structure.

The following sections are to be completed by February 2010:

- 1. Develop Overflow and Emergency Response program
- 2. Establish or confirm legal authority
- 3. Development of an Operations and Maintenance program
- 4. Development of a Fats, Oils and Grease program

The Following sections are to be completed by August 2010

1. Develop design and performance standards
2. Develop a system evaluation and capacity assurance plan
3. Final SSMP incorporating all SSMP requirements

Staff is scheduled to attend SSMP training February 4, 2009 after which decisions will be made as to whether or not development of the required SSMP program components will be conducted in house or if some sections will be contracted out.

Attachments: Statewide General Waste Discharge Requirements for Sanitary Sewer Systems.

## STATE WATER RESOURCES CONTROL BOARD

### MONITORING AND REPORTING PROGRAM NO. 2006-0003-DWQ STATEWIDE GENERAL WASTE DISCHARGE REQUIREMENTS FOR SANITARY SEWER SYSTEMS

This Monitoring and Reporting Program (MRP) establishes monitoring, record keeping, reporting and public notification requirements for Order No. 2006-2003-DWQ, "Statewide General Waste Discharge Requirements for Sanitary Sewer Systems." Revisions to this MRP may be made at any time by the Executive Director, and may include a reduction or increase in the monitoring and reporting.

#### A. SANITARY SEWER OVERFLOW REPORTING

##### SSO Categories

1. Category 1 - All discharges of sewage resulting from a failure in the Enrollee's sanitary sewer system that:
  - A. Equal or exceed 1000 gallons, or
  - B. Result in a discharge to a drainage channel and/or surface water; or
  - C. Discharge to a storm drainpipe that was not fully captured and returned to the sanitary sewer system.
2. Category 2 – All other discharges of sewage resulting from a failure in the Enrollee's sanitary sewer system.
3. Private Lateral Sewage Discharges – Sewage discharges that are caused by blockages or other problems within a privately owned lateral.

##### SSO Reporting Timeframes

4. Category 1 SSOs – All SSOs that meet the above criteria for Category 1 SSOs must be reported as soon as: (1) the Enrollee has knowledge of the discharge, (2) reporting is possible, and (3) reporting can be provided without substantially impeding cleanup or other emergency measures. Initial reporting of Category 1 SSOs must be reported to the Online SSO System as soon as possible but no later than 3 business days after the Enrollee is made aware of the SSO. Minimum information that must be contained in the 3-day report must include all information identified in section 9 below, except for item 9.K. A final certified report must be completed through the Online SSO System, within 15 calendar days of the conclusion of SSO response and remediation. Additional information may be added to the certified report, in the form of an attachment, at any time.

The above reporting requirements do not preclude other emergency notification requirements and timeframes mandated by other regulatory agencies (local