

# MIDWAY HEIGHTS COUNTY WATER DISTRICT

## Regular Board Meeting Minutes

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December 18, 2025, 2:00 p.m. at District Office  
16733 Placer Hills Road, Meadow Vista, CA 95722

### I. CALL TO ORDER

President Nevins called the meeting to order at 2.00 p.m.

### II. ROLL CALL

**DIRECTORS PRESENT:** Pauline Nevins, President  
Stan Burton, Vice-President  
Trisha Di Paola, Board Treasurer (arrived 2:37pm)  
Geoff Teigen, Director & ACWA/JPIA  
Ronald Tucker, Director

**DIRECTORS ABSENT:**

**OTHERS PRESENT:** Teddi Deppner, Board Secretary  
Gerry LaBudde, Interim General Manager  
Wyatt Paul, Field Operations  
Michaelangelo Taylor, Field Operations

**MEMBERS OF THE PUBLIC:** Ed Robbins

Prior to the review of the Minutes, President Nevins expressed her appreciation to the staff, in particular the Secretary to the Board Teddi Deppner, for their willingness to take on additional tasks following the retirement of the General Manager.

### III. REVIEW AND APPROVAL OF MINUTES

M/S Stan Burton / Geoff Teigen to accept the November 20, 2025, Regular meeting minutes as presented.

All ayes – Motion passed unanimously, with Director DiPaola absent.

### IV. PUBLIC FORUM

Ed Robbins expressed his interest in getting “back into the fold” as part of the field staff of the District. The Board inquired about Ed’s history with the District and general background in water operations work.

### V. GENERAL BUSINESS

#### A. DISCUSSION & ACTION RE: RE-HIRE OF ANNUITANT

M/S Stan Burton / Ron Tucker to approve re-hiring Ed Robbins to provide on-call help as needed as a retired annuitant hire in the position of Water Utility Maintenance Worker II.

All ayes – Motion passed unanimously, with Director DiPaola absent.

## **B. DISCUSSION & ACTION RE: DECEMBER NEWSLETTER**

M/S Stan Burton / Geoff Teigen to approve the draft January newsletter, pending a board member's final review of the additional content from the closed session and the results of the board officer election.

All ayes – Motion passed unanimously, with Director DiPaola absent.

## **C. FIELD REPORT**

Wyatt Paul, Field Supervisor, presented the November Field Report. Director Teigen questioned the high usage attributed to customers, and Mr. Paul speculated that the equations in our spreadsheets may have limited accuracy because other factors can affect the numbers. For example, the canal was off for over 10 days that month, which affected the level in the reservoir, making it appear that there was higher demand when part of the impact was the lack of inflow.

## **D. INTERIM GENERAL MANAGER'S REPORT**

1. Draft MOU with Placer Hills Fire Protection District – Legal counsel has reviewed the revised MOU, and it was sent to Fire Chief Ian Gow for review.
2. Clark follow-up – Gerry and Wyatt have met with the Clarks about their options for connecting to our water service and provided a copy of the irrigation service application for review and submittal back to the District. The settlement paperwork is complete and has all been recorded with the County.
3. PRV Replacement Project – Dean Marsh, Sauers Engineering, is taking the lead on the project, working with the contractor on the timeline. Planning to send a letter in January to the property owners, and to keep them apprised of the plans. Director Teigen mentioned the importance of keeping open lines of communication with the property owners. Rough approximation for project completion is May 2026.
4. Grant possibilities via PCWA's Financial Assistance Program (FAP) – We have two projects we're planning to load into the portal. One will be a grant application for the soft costs like engineering design related to the next four PRVs in need of replacement. Director Nevins suggested including some of the material for grant funding as well. The second project is a study for an intertie between the PCWA Weimar system and the District. This is the project that Josh Alpine, PCWA Board Member, previously suggested to the District as a possible project for FAP funding.
5. Payroll and timekeeping systems review – After reviewing small business payroll + timekeeping software apps, we have narrowed the field to Paychex (our current system) and ADP. Staff will do an in-depth review of both options and have a recommendation for the Board at the January board meeting.
6. Audit progress – The interim part of the process is mostly complete, and we are working on the bulk of the main audit, with the expectation of meeting the Feb 2, 2026 deadline.
7. Banking update – Full use of our accounts has been restored.

Director DiPaola arrived at 2:37 p.m. during the Interim General Manager report.

## **E. DISCUSSION & ACTION RE: ELECTION OF BOARD OFFICERS**

President Nevins shared her experiences attending meetings as a customer beginning in 2020, and being on the board for four years, and as president for three of them. She expressed her appreciation to the Board members for their support and their professionalism. She stated she was ready for a break from the president duties but would remain on the Board.

**M/S Stan Burton / Trisha DiPaola** to approve the nominations for board positions as follows:

- Stan Burton for Board President
- Geoff Teigen for Vice-President
- Trisha DiPaola for Treasurer
- Pauline Nevins for ACWA/JPIA Representative

Assignments will take effect at the first regular meeting of 2026.

## **VI. FINANCIAL**

### **A. REVIEW OF TREASURER'S REPORT**

**M/S Stan Burton / Trisha DiPaola** to accept the Treasurer's Report of Fund Summaries, Transfers, and Checking Account Reconciliation Registers for October and November 2025 as corrected. The November report was unavailable at the time the December board packet was published, and was distributed during the meeting; it is available for public review upon request. The October report's first page was updated before filing to reflect it was presented at the December meeting.

All ayes – Motion passed unanimously.

## **VII. ITEMS FOR INFORMATION**

### **A. FEE ALIGNMENT AD HOC COMMITTEE UPDATE**

Ad hoc committee updated the dates of the scope document, and during the last meeting discussed the idea of having a workshop (possibly with a facilitator) with customers prior to looking at the possibility of a rate increase.

### **B. BOARD OF DIRECTORS MANDATED TRAINING**

Board Secretary Deppner provided an update about upcoming required training and plans to send out emails to board members due for training renewals.

## **VIII. GENERAL DISCUSSION AND CALENDAR REVIEW**

The Board and staff discussed future agenda items. Updated list of potential agenda items:

- FY2025 Audit results
- 6-Month budget review (and ad-hoc committee)
- Operational priorities review
- Capital Improvement Plan (CIP)
- Vacuum trailer

## **IX. RECESS**

The Board approved by unanimous consent a ten-minute recess at 3:50pm, returning at 4:00 p.m.. Staff exited the meeting.

## **X. CLOSED SESSION: PUBLIC EMPLOYEE APPOINTMENT - Govt. Code Section 54957(b)(1)**

Title: General Manager

The Board went into closed session at 4:00 p.m. The Board came out of closed session at 5:20 p.m. By unanimous agreement, the Board voted to advertise for a part-time General Manager.

**XI. ANNOUNCEMENT OF NEXT REGULAR MEETING DATE & TIME**

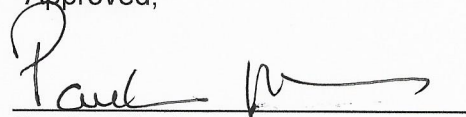
The next meeting, unless otherwise decided in session, will be held January 15, 2026, at 2:00 p.m. at the District Office.

**XII. ADJOURNMENT**

President Nevins adjourned the meeting at 5:25 p.m. by unanimous consent.

Respectfully Submitted,

  
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Teddi Deppner  
Secretary to the Board

Approved,  
  
\_\_\_\_\_  
Pauline Nevins  
President of the Board

Dated: 1-15-26

Midway Heights County Water District

All cited Attachments, Ordinances, Resolutions, and Policies are public information and are on file with the District. Copies are available upon request at the District Office.