# MIDWAY HEIGHTS COUNTY WATER DISTRICT

## Regular Board Meeting Minutes

October 15, 2026, 2:00 p.m. at District Office
16733 Placer Hills Road, Meadow Vista, CA 95722

## I. CALL TO ORDER

President Teigen called the meeting to order at approximately 2.00 p.m.

## II. ROLL CALL

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| **DIRECTORS PRESENT:** | Geoff Teigen, President<br>Trisha Di Paola, Board Treasurer<br>Stan Burton, Vice-President & ACWA/JPIA |
| DIRECTORS ABSENT: | Ronald Tucker, Director |
| **OTHERS PRESENT:** | Teddi Deppner, Interim General Manager<br>Hannah Osborn, Office Manager<br>Taryn Heimbaugh, Office Technician<br>Wyatt Paul, Field Supervisor |
| MEMBERS OF THE PUBLIC: | Steve DeNatale<br>Pauline Nevins |

## III. REVIEW AND APPROVAL OF MINUTES

**M/S Trisha DiPaola / Stan Burton** to accept the September 17, 2026, Regular Meeting minutes as presented.

All ayes – Motion passed by unanimous vote of Directors present.

## IV. PUBLIC FORUM

Member of the public Pauline Nevins requested more detailed descriptions on agenda items that don't have an attachment at the time of agenda posting, so a member of the public can decide whether to attend the meeting.

## V. GENERAL BUSINESS

### A. DISCUSSION & ACTION RE: RATE STUDY AD HOC COMMITTEE

**M/S Stan Burton / Trisha DiPaola** to approve the committee as defined in the scope statement.

All ayes – Motion passed by unanimous vote of Directors present.

### B. DISCUSSION & ACTION RE: PERSONNEL POLICIES UPDATE

**M/S Stan Burton / Trisha DiPaola** to approve the revisions to the 2.2 Personnel Policies as presented.

**Amended motion M/S Stan Burton / Geoff Teigen** to approve the revisions to the 2.2 Personnel Policies and associated organizational updates to the P&P, with an amendment to remove the "Awards for work performance" section of Part VI, section 3, with updated paid holiday schedule to be effective January 1, 2027.

All ayes – Motion passed by unanimous vote of Directors present.

### C. DISCUSSION & ACTION RE: EMERGENCY PURCHASE RATIFICATION

**M/S Stan Burton / Geoff Teigen** to ratify of the emergency purchase of parts for treated water PRV repairs.

All ayes – Motion passed by unanimous vote of Directors present.

Member of the public Pauline Nevins suggested that the emergency purchase policy be adjusted to require a verbal approval from two Board members before purchase.

### D. DISCUSSION & ACTION RE: BUDGET AMENDMENT

**M/S Stan Burton / Trisha DiPaola** to approve the amendments to the FY2026-2027 budget as presented.

All ayes – Motion passed by unanimous vote of Directors present.

### E. DISCUSSION & ACTION RE: FINAL CAPITAL IMPROVEMENT PLAN – AD HOC COMMITTEE

**M/S Stan Burton / Geoff Teigen** to postpone the review and approval of the CIP until the meeting in November.

All ayes – Motion passed by unanimous vote of Directors present.

### F. FIELD REPORT

Wyatt Paul presented the September 2026 field report.

*Secretary's note:* Correction to report: Section 2.a Backflow Program "218 assemblies tested in ~~August~~ **September**."

### G. GENERAL MANAGER'S REPORT

Teddi Deppner, Interim General Manager, presented a summary of District operations for the month.

## VI. FINANCIAL

### H. REVIEW OF TREASURER'S REPORT

**M/S Trisha DiPaola / Stan Burton** to accept the Treasurer's report of Fund Summaries, Transfers, and Checking Account Reconciliation Registers for September 2026 as presented.

All ayes – Motion passed by unanimous vote of Directors present.

Pauline Nevins asked for a copy of the LTMC rate study contract. President Teigen directed staff to check best practices.

## VII. ITEMS FOR INFORMATION

### A. ACWA/JPIA GRANT

Director Burton provided an update on the grant application.

## VIII. GENERAL DISCUSSION AND CALENDAR REVIEW

The Board and staff discussed future agenda items.

Updated list of potential agenda items:

- Employee performance reward policy
- Emergency purchase policy and procedure
- Customer leak reimbursement policy
- Change of the Regular Board Meeting Time
- Management Continuity Plan
- LAFCO Municipal Service Review
- Reservoir safety and emergency policy
- Field operations & maintenance manual
- Records retention policy
- Credit card policy and district vehicle use policy

## IX. ANNOUNCEMENT OF NEXT REGULAR MEETING DATE & TIME

The next meeting will be held on November 19, 2026 at 2:00 p.m. at the District Office.

## X. ADJOURNMENT

**M/S Stan Burton / Geoff Teigen** to adjourn the meeting at 4:27 p.m. Motion passed by unanimous consent.

(signatures on next page)

Respectfully Submitted,

Teddi Deppner
Secretary to the Board

Approved,

Geoff Teigen
President of the Board

Dated: 11-10-26

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.