

MIDWAY HEIGHTS COUNTY WATER DISTRICT

Regular Board Meeting Minutes

November 20, 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
Geoff Teigen, Director & ACWA/JPIA

DIRECTORS ABSENT: Ronald Tucker, Director

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

MEMBERS OF THE PUBLIC: None

III. REVIEW AND APPROVAL OF MINUTES

M/S Stan Burton / Geoff Teigen to accept the September 18 and October 16, 2025, Regular Meeting and the October 21, 2025, Special Meeting minutes as presented.

All ayes – Motion passed unanimously, with one absence.

IV. PUBLIC FORUM

None.

V. GENERAL BUSINESS

A. DISCUSSION & ACTION RE: OFFICE LEASE

M/S Geoff Teigen / Stan Burton to approve the office lease extension as presented.

All ayes – Motion passed unanimously, with one absence.

B. DISCUSSION & ACTION RE: CONSIDERATION OF AWARD PRV REPLACEMENT PROJECT

M/S Stan Burton / Trisha DiPaola to approve the award of the bid to C.E. Cox Engineering, Inc., for the lump sum of \$67,045, as presented. Four treated water

pressure release valves (PRVs) will be replaced at locations on Coyote Mountain Drive, Cedar Pines Lane, and Haywire Ranch Road.

All ayes – Motion passed unanimously, with one absence.

C. FIELD REPORTS

September and October Field Reports were presented by Wyatt Paul, Field Supervisor.

D. INTERIM GENERAL MANAGER'S REPORT

1. PRV Replacement Project - Outage time for affected customers should only be a few hours as we will install a bypass to keep water service flowing during the work. Customers whose properties host the existing PRVs have been contacted. Communication with other affected customers is planned for after we determine the project schedule with the contractor.
2. Draft MOU with Placer Hills Fire Protection District - After reviewing the current draft of the MOU, Interim General Manager LaBudde plans to meet with the fire district and clarify some of the details. Director Burton volunteered to attend the meeting with the fire district.
3. Payroll and timekeeping systems are under review, as the current system has some limitations. Staff will compare various online services and present a recommendation at a future board meeting.
4. Clark settlement follow-up still pending due to bank account access issues.
5. Audit progress – We have begun the audit process with the new auditors, Nigro & Nigro, and anticipate completing the FY2025 audit by the January 31, 2026 deadline.
6. Banking update – We continue to work through the process to restore online access and banking functions. The relationship managers at the bank had technical issues that made them mostly unavailable for the past few weeks, which has significantly delayed resuming normal accounting activities.

VI. FINANCIAL

E. 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 2025 as presented. The October report will be presented at the December meeting, as data is still pending from Placer County Treasurer.

All ayes – Motion passed unanimously, with one absence.

VII. ITEMS FOR INFORMATION

F. FEE ALIGNMENT AD HOC COMMITTEE UPDATE

Ad hoc committee report on rate study info and other options for aligning fees with the cost of providing services will have an updated timeline, and Gerry LaBudde and Wyatt Paul will replace Jason Tiffany as non-director participants.

VIII. GENERAL DISCUSSION AND CALENDAR REVIEW

The Board and staff discussed future agenda items.

Updated list of potential agenda items:

- Employee Handbook
- Customer emergency notification
- Procurement policy
- Vacuum trailer / sale of third company truck
- MOU with Placer Hills Fire Protection District
- Continuity plan and District resiliency report

IX. RECESS

The Board approved by unanimous consent a five-minute recess at 3:22pm, returning at 3:30 p.m.. Staff exited the meeting, with the exception of Interim General Manager LaBudde.

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

Title: General Manager

The Board went into closed session at 3:30 p.m. The Board came out of closed session at 5:06 p.m. No reportable action.


XI. ANNOUNCEMENT OF NEXT REGULAR MEETING DATE & TIME

The next meeting, unless otherwise decided in session, will be held December 18, 2025, at 2:00 p.m. at the District Office.

XII. ADJOURNMENT

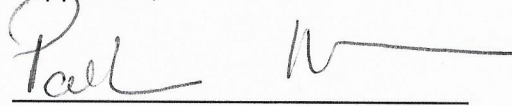
President Nevins adjourned the meeting at 5:06 p.m. by unanimous consent.

Respectfully Submitted,



Teddi Deppner
Secretary to the Board

Approved,



Pauline Nevins
President of the Board

Dated: 12-18-25

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.