

MIDWAY HEIGHTS COUNTY WATER DISTRICT
Regular Board Meeting Minutes

September 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
Geoff Teigen, Director & ACWA/JPIA
Ronald Tucker, Director

DIRECTORS ABSENT:

OTHERS PRESENT: Teddi Deppner, Board Secretary
Jason Tiffany, General Manager
Wyatt Paul, Field Operations

MEMBERS OF THE PUBLIC: None

III. REVIEW AND APPROVAL OF MINUTES

M/S Burton / Tucker to accept the August 21, 2025, Regular Meeting as presented.

All ayes – Motion passed unanimously.

IV. PUBLIC FORUM

None.

V. GENERAL BUSINESS

A. DISCUSSION & ACTION RE: FEE ALIGNMENT AD HOC COMMITTEE

M/S Stan Burton / Trisha DiPaola to approve the ad hoc committee and scope statement to explore a rate study and other options for aligning fees with the cost of providing services, as presented with the correction of one misspelling.

All ayes – Motion passed unanimously.

B. DISCUSSION & ACTION: NETWORK SOLUTIONS – ADDITIONAL AUTHORIZED USER

M/S Stan Burton / Trisha DiPaola to assign Teddi Deppner as the Network Solutions Administrative User for the District.

All ayes – Motion passed unanimously.

C. DISCUSSION & ACTION RE: APPROVAL TO GO TO BID: MIDWAY HEIGHTS DOMESTIC METER & PRV REHABILITATION

M/S Stan Burton / Geoff Teigen to approve going out to bid on the domestic meter and PRV rehabilitation project.

All ayes – Motion passed unanimously.

D. FIELD REPORTS

Wyatt Paul presented the August field report.

E. GENERAL MANAGER'S REPORT

1. The LAFCO Municipal Service Review survey has been submitted.
2. Lease status: After some questions by the President Nevins regarding the terms of the original lease, we are reviewing it with legal before signing the lease extension.
3. The Office Technician position may benefit from an adjustment of job duties or a new position specific to the accounting and payroll duties. The Board suggested the topic be added to a future agenda for discussion.
4. The draft Working agreement (MOU) with Placer Hills Fire Protection District is in revisions with legal counsel, after which it will be shared with the fire district for feedback before presentation to the Board.

VI. FINANCIAL

F. REVIEW OF TREASURER'S REPORT

M/S Stan Burton / Ron Tucker to accept the Treasurer's reports of Fund Summaries, Transfers, and Checking Account Reconciliation Registers for August 2025 as presented.

All ayes – Motion passed unanimously.

VII. ITEMS FOR INFORMATION

- A. Wildfire Preparedness Grant update. Our 2.5 mile joint agency fuel mitigation project was funded and we received a \$23,000 grant from the California Fire Foundation for work to be completed by August 2026. General Manager Tiffany and Director DiPaola will explore grant details and project scope to ensure we put the project into effect during the winter when fire mitigation is ideal.

VIII. GENERAL DISCUSSION AND CALENDAR REVIEW

The Board and staff discussed future agenda items.

Updated list of potential agenda items:

1. Employee Handbook
2. Water quality presentation
3. Customer communications policy
4. Procurement policy
5. Office Technician job changes or addition of a different role for accounting
6. Wildfire preparedness grant
7. Vacuum trailer cost benefit assessment (including whether the District could legally use the item, etc)

IX. ANNOUNCEMENT OF NEXT REGULAR MEETING DATE & TIME

The next meeting, unless otherwise decided in session, will be held October 16, 2025, at 2:00 p.m. at the District Office.

X. ADJOURNMENT

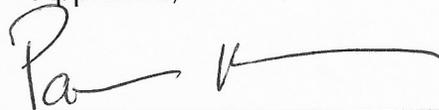
The Board adjourned the meeting at 3:46 p.m. by unanimous consent.

Respectfully Submitted,



Teddi Deppner
Secretary to the Board

Approved,



Pauline Nevins
President of the Board

Dated: 11-20-25

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.