

MIDWAY HEIGHTS COUNTY WATER DISTRICT

Regular Board Meeting Minutes

January 15, 2026, 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 2:02 p.m.

Prior to roll call, President-elect Burton stated that due to a change in circumstances, he would not be able to accept the role of Board President.

II. ROLL CALL

DIRECTORS PRESENT: Stan Burton, President-elect
Trisha Di Paola, Board Treasurer (joined meeting at 2:03)
Pauline Nevins, former-President
Ronald Tucker, Director

DIRECTORS ABSENT: Geoff Teigen, Vice-President

OTHERS PRESENT: Teddi Deppner, Board Secretary
Hannah Osborn, Office Technician
Wyatt Paul, Field Operations
Michaelangelo Taylor, Field Operations

MEMBERS OF THE PUBLIC: None

III. REVIEW AND APPROVAL OF MINUTES

M/S Stan Burton / Ron Tucker to accept the December 18, 2025, Regular meeting minutes as presented.

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

IV. PUBLIC FORUM

V. GENERAL BUSINESS

A. DISCUSSION & ACTION RE: AUDIT REPORT

UPDATE: Audit is still in progress. Auditors Nigro & Nigro rescheduled to present the FY2025 draft audit report via Zoom at the February regular Board meeting.

B. FIELD REPORT

Michaelangelo Taylor, Utility Maintenance Worker, presented the December Field Report. Ongoing improvements to the distribution equipment maintenance schedule include adding GPS coordinates and location photos.

C. INTERIM GENERAL MANAGER'S REPORT

This report was presented by Wyatt Paul, Field Supervisor, in the absence of Interim General Manager Gerry LaBudde.

1. Draft MOU with Placer Hills Fire Protection District – No update.
2. Clark construction and reconnection – We visited in person to explain the reconnection options, and are awaiting a final decision from the customer on connecting to the new line before closing off and abandoning the old line.
3. PRV Replacement Project – Parts have been delivered to the contractor to work on pre-build. Awaiting clarification from our suppliers about some parts that were misdelivered to the wrong address. We are exploring an option with the contractor that would result in a shorter outage for customers. Notification to affected customers is planned for about a week in advance of any outage. Planning to start with the Coyote Hill PRV location.
4. Grant possibilities via PCWA's Financial Assistance Program (FAP) – Planning to upload the two projects: one related to our next PRV replacement project and another for the intertie with the old Weimar system that is now part of PCWA.
5. Fourth quarter billing went well, and the ACH banking function has been restored.

D. DISCUSSION & ACTION RE: ELECTION OF BOARD OFFICERS

With Director Burton's withdrawal from the role of President, new nominations and a vote for a new slate is required.

Director Teigen had expressed to Director Burton prior to the board meeting his willingness to continue as Vice President as elected in December. Director DiPaola re-affirmed continuing as Treasurer.

M/S Trisha DiPaola / Ron Tucker to approve the nominations for board positions as follows:

- Pauline Nevins for Board President
- Stan Burton for ACWA/JPIA Representative

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

Assignments are effective immediately.

VI. FINANCIAL

A. REVIEW OF TREASURER'S REPORT

M/S Stan Burton / Ron Tucker to accept the Treasurer's Report of Fund Summaries, Transfers, and Checking Account Reconciliation Registers for December 2025 as presented. Hannah Osborn, Office Technician, reported on an option for District savings on health benefits by offering a flat compensation "in lieu of" those benefits. A few pending CalPERS issues may affect the District's ongoing liability.

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

A. NOTIFICATION OF ADDITIONAL HOURS APPROVED FOR SECRETARY TO THE BOARD

President Nevins presented the memo regarding out-of-budget hours approved for the Board Secretary, Teddi Deppner.

M/S Stan Burton / Ron Tucker to increase the Board Secretary hours as needed on an ongoing basis, not to exceed a 28 hours/week limit.

All eyes – Motion passed unanimously, with Director Teigen absent.

VII. ITEMS FOR INFORMATION

A. EMPLOYMENT POLICY (AD HOC COMMITTEE)

The employment policy approved by the Board in 2025 is back from legal counsel. A few formatting changes are in process with the ad-hoc committee and the finalized version will be presented at the regular February board meeting.

B. OPERATIONAL PRIORITIES

Board Secretary Teddi Deppner presented the memo outlining operational priorities.

C. PAYROLL AND TIMEKEEPING SYSTEM RECOMMENDATIONS

Vendor demos and cost research is nearly finished. A recommendation for the update to our payroll software to add timekeeping functionality will be presented at the regular February board meeting.

D. UPDATE OF GENERAL MANAGER RECRUITMENT

President Nevins presented the recruitment brochure drafted with assistance from PCWA's Human Resources department and a recruitment plan. PCWA has offered to partner with the District during the recruitment process, providing free posting on social media and offering space for the interviews at their office.

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)
- Office Technician / Board Secretary job specification updates
- Payroll vendor approval
- Office software approval
- Treasurer's Report guidance for Board members
- Capital Improvement Plan (CIP)
- Vacuum trailer

IX. ANNOUNCEMENT OF NEXT REGULAR MEETING DATE & TIME

The next meeting, unless otherwise decided in session, will be held February 19, 2026, at 2:00 p.m. at the District Office.

X. ADJOURNMENT

President Nevins adjourned the meeting at 4:18 p.m. by unanimous consent.


(see next page for signatures)

Respectfully Submitted,



Teddi Deppner
Secretary to the Board

Approved,



Pauline Nevins
President of the Board

Dated: 2-19-26

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.