

MIDWAY HEIGHTS COUNTY WATER DISTRICT

Regular Board Meeting Minutes

March 19, 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 2.00 p.m.

II. ROLL CALL

DIRECTORS PRESENT: Pauline Nevins, President
Geoff Teigen, Vice-President
Trisha Di Paola, Board Treasurer
Ronald Tucker, Director

DIRECTORS ABSENT: Stan Burton, Director & ACWA/JPIA

OTHERS PRESENT: Teddi Deppner, Board Secretary
Gerry LaBudde, Interim General Manager
Hannah Osborn, Office Technician
Wyatt Paul, Field Supervisor

MEMBERS OF THE PUBLIC: None

III. REVIEW AND APPROVAL OF MINUTES

M/S Geoff Tiegen / Ron Tucker to accept the February 19, 2026, Regular Meeting minutes as corrected.

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

IV. PUBLIC FORUM

None.

V. GENERAL BUSINESS

A. DISCUSSION & ACTION RE: FY2025 AUDIT DRAFT

M/S Pauline Nevins / Geoff Teigen to continue this item to the April 16, 2026 meeting.

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

B. DISCUSSION & ACTION RE: ADMINISTRATIVE ORGANIZATION ASSESSMENT

M/S Pauline Nevins / Geoff Teigen to approve Bryce Consulting work plan for conducting an organizational review of the District's administrative functions.

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

C. DISCUSSION & ACTION RE: FINAL APPROVALS FOR TREATED PRV REPLACEMENT PROJECT PERFORMED BY C.E. COX ENGINEERING, INC.

M/S Geoff Teigen / Trisha DiPaola to approve change orders 1 and 2 as shown in memo attachments A and B, progress payments 1 and 2, and to release the 5% retention for a total of \$76,693.67; and to approve the filing of the Notice of Completion with Placer County.

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

D. FIELD REPORT

Wyatt Paul presented the February 2026 field report. The irrigation water section required correction and the corrected copy of the field report will be posted to the website.

E. GENERAL MANAGER'S REPORT

1. Draft MOU with Placer Hills Fire Protection District – In review with District legal counsel.
2. Clark construction and reconnection – Upgraded service line installed and available for customer connection. The abandonment of the original line at the back of the property is still pending.
3. Reservoir inspection – The source of a leak was inspected and does not appear to be imminently urgent. Furthermore, there does not appear to be any danger to the public should the part fail. The location makes it difficult to determine the exact specifications of parts for repair, so the repair project will be revisited at a time when water isn't needed for customers during the summer.
4. Irrigation PRV inspection results – Valve failed and caused high pressure in the system. Consideration of purchase of a new raw water pump, as replacement parts for the existing pump are not available. Staff will install the new pump. Lead time on pump is about 4-5 weeks.

RECESS:

M/S Pauline Nevins / Geoff Teigen to recess until 4:10 p.m.
Motion passed by unanimous consent.

5. Office and payroll software implementation – The implementation of the new software for payroll and office is scheduled for early April. Staff will communicate information regarding any changes to procedures to board members over the coming weeks.

VI. FINANCIAL

A. REVIEW OF TREASURER'S REPORT

M/S Trisha DiPaola / Geoff Teigen to accept the Treasurer's report of Fund Summaries, Transfers, and Checking Account Reconciliation Registers for February 2026 as presented.

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

B. DISCUSSION & ACTION RE: FY2026 SIX-MONTH BUDGET REVIEW

M/S Ron Tucker / Trisha DiPaola to accept the six-month budget review as presented.

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

VII. ITEMS FOR INFORMATION

A. UPDATE RE: GENERAL MANAGER RECRUITMENT

The District received one application and are planning to interview the candidate in early April. PCWA has generously provided assistance for this process.

B. RECEIVE & FILE: CTO AGREEMENT FORM

VIII. GENERAL DISCUSSION AND CALENDAR REVIEW

The Board and staff discussed future agenda items.

- District tour

Current list of potential agenda items:

- FY2027 Budget Ad-Hoc Committee (April)
- Rate Study RFP (April)
- Notification system / Auto voice and text messaging for emergencies
- Management Continuity Plan
- LAFCO Municipal Service Review
- Desk procedures documentation
- Reservoir safety and emergency policy
- Field safety training
- Operational priorities review
- Procedures & Policies and District Code updates
- Capital Improvement Plan (CIP)
- Field operations & maintenance manual
- Vacuum trailer

IX. ANNOUNCEMENT OF NEXT REGULAR MEETING DATE & TIME

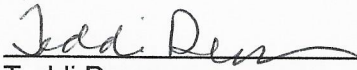
The next meeting will be held on April 16, 2026 at 2:00 p.m. at the District Office.

X. ADJOURNMENT

M/S Ron Tucker / Geoff Teigen to adjourn the meeting at 4:56 p.m.
Motion passed by unanimous consent.

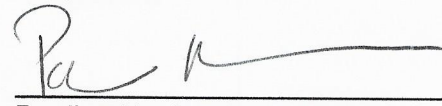
(signatures on following page)

Respectfully Submitted,



Teddi Deppner
Secretary to the Board

Approved,



Pauline Nevins
President of the Board

Dated: 4-16-26

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.