

Resolution 2022-13

**Murphys Sanitary District**  
 15 Ernest St Suite A.  
 Murphys, CA 95247  
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 Email: [csecada@murphysd.org](mailto:csecada@murphysd.org)  
 Web site: [www.murphysd.org](http://www.murphysd.org)

Board of Directors  
 Steve Gonzales - President  
 Paige Mc Math-Jue-Vice President  
 Marty Meller - Treasurer  
 Bruce Miller- Secretary  
 Joseph Fontana - Parliamentarian

## AGENDA

### August 11, 2022 Regular Meeting 10:00 a.m.

*All members of the public may participate in person for the meeting or via Web-Ex teleconference information below. Social distancing is encouraged.*

Join the meeting [Click Here](#)

**Meeting Number: 2558 375 5198**

**Meeting Password: msd08112022**

**Join by phone 1-978-990-5183 Access code 673 6289**

- 1) **Call to Order\ Pledge of Allegiance**
- 2) **Roll Call**
- 3) **Agenda Changes**
- 4) **Public Comment** (*Limit 5 minutes per person*) on items not appearing on agenda.  
**NOTICE: Pursuant to Government Code § 54954.3(a), any member of the public shall be provided with the opportunity to directly address the Murphys Sanitary District Board of Directors concerning any item that has been described in the notice for the meeting before or during consideration of that item or on items not on the agenda but within the district's jurisdiction provided that no action be taken on off-agenda items unless otherwise authorized by law.**
- 5) **Consent Agenda - Discussion\Possible Action**  
**The following items are expected to be routine non-controversial. Items will be acted upon by the Board at one time without discussion. Any Board member may request that any item be removed for later discussion.**
  - a) Minutes:  
07/14/2022 Regular Meeting
  - b) Check Disbursements July 2022
  - c) **Adopt Res. 2022-13 Re-Authorizing Remote Teleconference Meetings of The Legislative Bodies of Murphys Sanitary District for The Period August 13, 2022 – September 13, 2022 Pursuant to Brown Act Provisions**
- 6) **Staff Reports:**
  - a) Administration
  - b) Operations

*Resolution 2022-13*

- 7) **New Business:**
- a) Review & Update if needed, the Current Conflict of Interest Code - Discussion\Possible Action
  - b) Approve MGR Pump House Motor Control Cabinet Repairs including Air Conditioning Unit - Discussion\Possible Action
  - c) Acknowledge the Federal & State Holiday, Juneteenth and add to the Murphys Sanitary District Paid holiday schedule. ***“The holiday gets its name from June 19, 1865. That's the day the Union army arrived in Galveston, Texas, to announce that all enslaved African Americans in the state were free in accordance with President Abraham Lincoln's Emancipation Proclamation”*** - Discussion\Possible Action
- 8) **Unfinished Business:**
- a) WWTP Upgrade Celebration – **S. Gonzales**, P. Mc Math-Jue, D. Murphys, A. Lowe, C. Secada - Discussion\Possible Action
- 9) **Committee Reports:**
- a) Climate Action & Sustainability - **M. Meller**, B. Miller, D. Murphy
  - b) WWTP Upgrade Ceremony - **S. Gonzales**, P. Mc Math-Jue, D. Murphys, A. Lowe, C. Secada
- 10) **CLOSED SESSION - Personnel Matters Government Code Section 54957**  
**1 Item - Employee Appointment or Employment: Administration Manager**
- 11) **Director Comments**
- 12) **Next Meeting Agenda Items**
- 13) **Next Regular Meeting: September 8, 2022 10:00 a.m.**
- 14) **Adjournment**

***Public Notice: All or a portion of this meeting is being recorded for purpose of public broadcast and/or internet posting.***

Materials related to any item on this Agenda, are available for public inspection in the District Office at 15 Ernest St Suite Murphys, CA 95247 during normal business hours. Information on materials in the agenda is also available via email request to [csecada@murphysd.org](mailto:csecada@murphysd.org). Any material provided to the legislative body at the meeting by agency staff or a member of the legislative body will be available at the public meeting; documents provided by others will be available right after the meeting. This agenda shall be made available upon request in alternative formats to persons with a disability, as required by the Americans with Disabilities Act of 1990 (42USC, §12132) and the Ralph M. Brown Act, CA Government Code §54954.2. Any persons requesting a disability related modification or accommodation in order to participate in the meeting should contact Cindy Secada at 209-728-3094, during regular business hours, at least 72 hours prior to the meetings or via email at [csecada@murphysd.org](mailto:csecada@murphysd.org). **Regular meetings are held on the second Thursday of the month at 10:00 A.M. at the districts main office located at 15 Ernest Street Suite A. Murphys, CA 95247 or Teleconference**

**Murphys Sanitary District  
MINUTES – Regular Board Meeting  
Thursday, July 14, 2022**

**Board of Directors**

**Steve Gonzales - President  
Paige Mc Math-Jue-Vice President  
Marty Mellerer - Treasurer  
Bruce Miller- Secretary  
Joseph Fontana – Parliamentarian**

**1) Call to Order – 10:00 a.m.**

**Pledge of Allegiance**

**2) Roll Call – Bruce Miller, Joseph Fontana, Steve Gonzales, Marty Mellerer (Via Remote), Paige McMath-Jue (Absent w/notice)**

**3) Agenda Changes – *Remove Line Item #7c until final numbers have been received***

**4) Public Comment – *Andreas Palmer introduces herself***

**5) Consent Agenda**

**a) Minutes**

**06/09/2022 Regular Meeting**

**b) Check Disbursements June 2022**

**c) Adopt Res. 2022-11 Re-Authorizing Remote Teleconference Meetings of The Legislative Bodies of Murphys Sanitary District for The Period July 16, 2022 - Aug 14, 2022 Pursuant to Brown Act Provisions**

**Motion: Directors B. Miller & J. Fontana motion to *Accept the following Line Items of the Consent Agenda; Line Item #5a Minutes 06/09/2022 & c) Adopt Res. 2022-11 Re-Authorizing Remote Teleconferencing for MSD: Roll Call Vote (4) Yeas (1) Absent***

**- Director B. Miller asks for information in regards to check disbursements**

**Motion: Directors B. Miller & J. Fontana motion to *accept Line Item #5b Check Disbursements June 2022 of the Consent Agenda: Roll Call Vote (4) Yeas (1) Absent***

**6) Staff Reports – C. Secada & D. Murphy Report**

**a) Administration – C. Secada, Information Only – *Fiscal Year Budget Update; Investment Payment #3 has been disbursed, included in Board Packet; Murphys Oaks Status***

**b) Operations – D. Murphy Reports – *Hydro-flushing with camera is complete; TP Plant Shed is torn down for septic tank access, looking into estimates & options for future building replacement; Moving forward with annual grease trap inspections.***

**7) New Business**

- a) **Adopt Res. 2022-12 Authorize the Calaveras County Auditor-Controller to place Delinquent and/or Unpaid Charges due The Murphys Sanitary District on the County 2022-23 Tax Roll \$2,028.00**

**Motion: Directors J. Fontana & S. Gonzales motion to Adopt Res. 2022-12 Authorizing the Calaveras County Auditor-Controller to place Delinquent and/or Unpaid Charges due to Murphys Sanitary District on the County 2022-23 Tax Roll \$2,028.00: *Roll Call Vote (4) Yeas (1) Absent***

- b) **Approve Engineer to Prepare & File a SWRCB Construction Grant Application for Collection System Pipe Replacement Projects**

**Motion: Directors J. Fontana & B. Miller motion to allow Engineering to Prepare & File the SWRCB Construction Grant Application for Collection System Pipe Replacement Projects: *Roll Call Vote (4) Yeas (1) Absent***

- c) **Amend 2022/23 the Operating & Strategy Funds Budget to include the Collection System Pipe Replacement Projects \$3.6 – *No Action - see Agenda Changes Line Item #3***
- d) **Determine New Hire Process for Replacing Retiring Administration Manager – *Director P. McMath- Jue directed to work with D. Murphy, A. Milliken, C. Secada on creating and posting an ad for the Administration Manager Position.***

**8) Unfinished Business**

- a) **WWTP Upgrade Celebration – S. Gonzales, P. Mc Math-Jue, D. Murphys, A. Lowe, C. Secada - *A. Milliken to Design Invitations for the public/other entities, Committee will review***

**9) Committee Reports**

- a) **Climate Action & Sustainability - M. Mollera, B. Miller, D. Murphy – *Committee will continue to keep up on projects with funding gaps when necessary, related to climate and environmental changes.***
- b) **WWTP Upgrade Ceremony - S. Gonzales, P. Mc Math-Jue, D. Murphys, A. Lowe, C. Secada – *See Line Item # 8a***

**10) Director Comments – *Update on changes to Verily Experiment Participation – Brief Discussion***

**11) Next Meeting Agenda Items – *Update Conflict of Interest Code; Discuss & Schedule Interviewing Process***

**12) Next Regular Meeting: *August 11, 2022 10:00 a.m.***

**13) Adjournment – *11:56 a.m.***

# Murphys Sanitary District

## Check Transactions List by Date

### July 2022

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
	07/01/2022	4	coPOWER	Dental & Vision Insurance	-285.82
Bill Pmt -Check	07/05/2022	9864	Calaveras Lumber	Misc. Supplies: Wheelbarrow; Shovel; Gas Can; Trash Can	-342.86
Bill Pmt -Check	07/05/2022	9865	SDRMA	Office Staff - Workman's Comp 2022-2023	-16,597.80
Bill Pmt -Check	07/05/2022	9866	SDRMA	Annual Liability 2022-2023	-29,811.60
Bill Pmt -Check	07/05/2022	9867	Alpha	Research & Monitoring	-469.00
Bill Pmt -Check	07/05/2022	9868	Mountain Oasis Water	Drinking Water	-63.70
Bill Pmt -Check	07/05/2022	9869	Aramark	Uniforms	-181.00
Bill Pmt -Check	07/05/2022	9870	AT&T Internet - Six Mile	Six Mile Internet	-53.50
Bill Pmt -Check	07/07/2022	9871	Kim Delbar Cleaning Service	Office Cleaning Monthly July 2022	-60.00
Bill Pmt -Check	07/07/2022	9872	MGR Lease - Judy Twisselman	Murphys Grade Rd - Lease	-240.00
Bill Pmt -Check	07/07/2022	9873	MGR Lease - Richard Tanner	Murphys Grade Rd - Lease	-240.00
Bill Pmt -Check	07/07/2022	9874	MGR Lease - Ronald Tanner	Murphys Grade Rd - Lease	-240.00
Bill Pmt -Check	07/07/2022	9875	UBS Financial Services, Inc.	UBS No. 3 07142022	-200,000.00
Bill Pmt -Check	07/07/2022	9876	Modesto Welding Products	Welding Supplies	-14.00
Bill Pmt -Check	07/07/2022	9877	Mother Lode Answering Service	Answering Service	-262.00
Bill Pmt -Check	07/07/2022	9878	Signal Service	Alarm - Six Mile	-140.00
Bill Pmt -Check	07/07/2022	9879	Western Utilities Underground Alert	2022 -2023 Annual Membership Fee	-60.00
	07/08/2022		El Dorado Savings Bank	Wire transfer	-12.00
	07/11/2022		Vanco Services	Auto pay service	-87.25
Bill Pmt -Check	07/11/2022	9880	Landscaper Alfredo	July -Yard Maintenance Office Building	-200.00
Bill Pmt -Check	07/11/2022	9881	Northstar Chemical	Reference Inv# 225688 Sales Tax -Chemicals	-150.73
Bill Pmt -Check	07/11/2022	9882	Thomas and Associates	Air Release Valve/Replacement Parts - Pumphouse	-9,393.32
Bill Pmt -Check	07/11/2022	9883	Calaveras Power Agency	WWTP - Electric	-4,365.75
Bill Pmt -Check	07/11/2022	9884	CRWA	Annual Membership Dues - 2022/2023	-675.00
Bill Pmt -Check	07/11/2022	9885	Murphys RV-The Car Doctor	Coolant - Backhoe	-40.74
	07/12/2022	5	CalPERS	CalPERS UAL Pepra Annual 2022-23	-565.00
	07/12/2022	6	CalPERS	CalPERS UAL MISC Annual 2022-23	-3,832.00
Bill Pmt -Check	07/12/2022	9886	Mountain Counties Water	Annual Dues 2022/2023	-1,297.00
Liability Check	07/14/2022	1	CalPERS	PR 07142022	-2,795.37
Paycheck	07/14/2022	9887	Hemstad, Eric N	PR 07142022	-1,463.78
Paycheck	07/14/2022	9888	Milliken, Amy R	PR 07142022	-792.19
Paycheck	07/14/2022	9889	Murphy, Daniel W.	PR 07142022	-2,941.07
Paycheck	07/14/2022	9890	Onstad, Joseph C	PR 07142022	-2,328.00
Paycheck	07/14/2022	9891	Petersen, Carolyn M	PR 07142022	-552.04
Paycheck	07/14/2022	9892	Secada, Cynthia D	PR 07142022	-3,227.01
VOID	07/15/2022	9893	VOID	VOID:	0.00
Bill Pmt -Check	07/14/2022	9894	Bruce Miller	Regular Board Meeting-July 2022	-100.00
Bill Pmt -Check	07/14/2022	9895	Joseph Fontana	Regular Board Meeting-July 2022	-100.00
Bill Pmt -Check	07/14/2022	9896	Marty Meller	Regular Board Meeting-July 2022	-100.00
Bill Pmt -Check	07/14/2022	9897	Steve Gonzales	Regular Board Meeting-July 2022	-100.00
Bill Pmt -Check	07/14/2022	9898	Northstar Chemical	Sales tax Inv #220318	-171.66
Paycheck	07/14/2022	9899	Onstad, Joseph C	PR 07142022 On call pay	-273.75
Liability Check	07/14/2022	1	EDD	PR 07142022	-771.58
Liability Check	07/14/2022	2	EFTPS Federal Taxes	PR 07142022	-3,882.86
	07/15/2022	3	CalPERS Health Insurance	Medical Insurance	-4,878.30
Bill Pmt -Check	07/18/2022	9900	AT&T - Office Phone	Office - Phone	-151.65
Bill Pmt -Check	07/18/2022	9901	AT&T Murphys Grade Alarm	Murphys Grade - Alarm Access	-117.90
Bill Pmt -Check	07/18/2022	9902	AT&T Six Mile Phone	Six Mile - Internet	-89.19
	07/18/2022	9903	ROS0007	ROS0007 Partial Refund- Sold	-44.00
Bill Pmt -Check	07/18/2022	9904	Signal Service	Alarm Service	-385.80
Bill Pmt -Check	07/26/2022	9905	AT&T Internet - Office	Office - Internet	-58.85
Bill Pmt -Check	07/26/2022	9906	Carbon Copy	Copy Machine - Six Mile	-7.75
Bill Pmt -Check	07/26/2022	9907	Comcast- Emerald Creek	Emerald Creek - Alarm Access Line June-July 2022	-103.23

# Murphys Sanitary District

## Check Transactions List by Date

### July 2022

Bill Pmt -Check	07/26/2022	9908	Comcast Business	Office Internet - June-July 2022	-135.72
Bill Pmt -Check	07/26/2022	9909	Northstar Chemical	Chemicals	-2,628.82
Bill Pmt -Check	07/26/2022	9910	PGE-Emerald Creek Pump Station	Emerald Creek - Pump Station Electric	-264.59
Bill Pmt -Check	07/26/2022	9911	PGE-Office	Office - Electric	-130.95
Bill Pmt -Check	07/26/2022	9912	Carbon Copy	Copy Machine - Office	-17.33
Paycheck	07/28/2022	9913	Hemstad, Eric N	PR 07282022	-1,682.53
Paycheck	07/28/2022	9914	Milliken, Amy R	PR 07282022	-792.20
VOID:	07/28/2022	9915	VOID:	VOID:	0.00
Paycheck	07/28/2022	9916	Murphy, Daniel W.	PR 07282022	-3,363.49
Paycheck	07/28/2022	9917	Onstad, Joseph C	PR 07282022	-2,328.01
Paycheck	07/28/2022	9918	Petersen, Carolyn M	PR 07282022	-450.44
Paycheck	07/28/2022	9919	Secada, Cynthia D	PR 07282022	-3,403.94
Liability Check	07/28/2022	1	CalPERS	PR 07282022	-2,645.37
Liability Check	07/28/2022	2	EDD	PR 07282022	-881.39
Liability Check	07/28/2022	3	EFTPS Federal Taxes	PR 07282022	-4,236.64
Paycheck	07/28/2022	9920	Petersen, Carolyn M	Final check 07292022	-339.83
Paycheck	07/28/2022	9921	Mote, Summer Y	PR 07282022	-328.50
Liability Check	07/29/2022	4	EDD	CP Final check 07292022	-14.51
Liability Check	07/29/2022	5	EFTPS Federal Taxes	CP Final check 07292022	-86.68
<b>TOTAL</b>					<b>-318,846.99</b>

RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
MURPHYS SANITARY DISTRICT PROCLAIMING A LOCAL EMERGENCY  
PERSISTS, RATIFYING THE PROCLAMATION OF A STATE OF EMERGENCY  
BY EXECUTIVE ORDER N-29-20 MARCH 4, 2020, AND RE-AUTHORIZING  
REMOTE TELECONFERENCE MEETINGS OF THE LEGISLATIVE BODIES OF  
MURPHYS SANITARY DISTRICT FOR THE  
***PERIOD AUGUST 15, 2022 THROUGH SEPTEMBER 13, 2022***  
PURSUANT TO BROWN ACT PROVISIONS.

**RESOLUTION NO. 2022-13**

**WHEREAS**, the MURPHYS SANITARY DISTRICT is committed to preserving and nurturing public access and participation in meetings of the Board of Directors; and

**WHEREAS**, all meetings of MURPHYS SANITARY DISTRICT's legislative body are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code 54950 – 54963), so that any member of the public may attend, participate, and watch the district's legislative bodies conduct their business; and

**WHEREAS**, the Brown Act, Government Code section 54953(e), makes provision for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions; and

**WHEREAS**, a required condition is that a state of emergency is declared by the Governor pursuant to Government Code section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by conditions as described in Government Code section 8558; and

**WHEREAS**, a proclamation is made when there is an actual incident, threat of disaster, or extreme peril to the safety of persons and property within the jurisdictions that are within the District's boundaries, caused by natural, technological or human-caused disasters; and

**WHEREAS**, it is further required that state or local officials have imposed or recommended measures to promote social distancing, or, the legislative body meeting in person would present imminent risks to the health and safety of attendees; and

**WHEREAS**, as a condition of extending the use of the provisions found in section 54953(e), the Board of Directors must reconsider the circumstances of the state of emergency that exists in the district, and the Board of Directors has done so; and

**WHEREAS**, emergency conditions persist in the district, specifically Executive Order N-15-20 March 4, 2020 and

**WHEREAS**, social distancing is recommended; and

**WHEREAS**, the Board of Directors does hereby find that due to the COVID-19 pandemic, and social distancing orders and conditions causing imminent risk to attendees, has caused, and will continue to cause, conditions of peril to the safety of persons within the District that are likely to be beyond the control of services, personnel, equipment, and facilities of the District, and

desires to affirm a local emergency exists and ratify the proclamation of state of emergency by the Governor of the State of California; and

**WHEREAS**, as a consequence of the local emergency persisting, the Board of Directors does hereby find that the legislative body of Murphys Sanitary District shall continue to conduct their meetings without compliance with paragraph (3) of subdivision (b) of Government Code section 54953, as authorized by subdivision (e) of section 54953, and that such legislative bodies shall continue to comply with the requirements to provide the public with access to the meetings as prescribed in paragraph (2) of subdivision (e) of section 54953; and

**WHEREAS**, Murphys Sanitary District will make available to the public online remote access via WebEx.

**NOW, THEREFORE, THE BOARD OF DIRECTORS OF Murphys Sanitary District DOES HEREBY RESOLVE AS FOLLOWS:**

Section 1. Recitals. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

Section 2. Affirmation that Local Emergency Persists. The Board of Directors hereby considers the conditions of the state of emergency in the district and proclaims that a local emergency persists throughout the district.

Section 3. Re-ratification of Governor's Proclamation of a State of Emergency. The Board hereby ratifies the Governor of the State of California's Proclamation of State of Emergency, effective as of its issuance date of March 4, 2020.

Section 4. Remote Teleconference Meetings. The Administration Manager or staff and legislative body of Murphys Sanitary District are hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution including, continuing to conduct open and public meetings in accordance with Government Code section 54953(e) and other applicable provisions of the Brown Act.

Section 5. Effective Date of Resolution. This Resolution shall take effect immediately upon its adoption and shall be effective until the earlier of (i) **September 13, 2022**, or such time the Board of Directors adopts a subsequent resolution in accordance with Government Code section 54953(e)(3) to extend the time during which the legislative bodies of Murphys Sanitary District may continue to teleconference without compliance with paragraph (3) of subdivision (b) of section 54953.

**PASSED AND ADOPTED** by the Board of Directors of Murphys Sanitary District, this 11th day of August, 2022 by the following vote:

AYES:  
NOES:  
ABSENT:  
ABSTAIN:

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Steve Gonzales  
Board President

ATTEST:

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L. Bruce Miller  
Secretary of the Board of Directors



# ADMINISTRATION REPORT

08/11/2022 Board Meeting

July 2022

Cindy Secada

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## Finance

### Cash Fund Balances as of 07-31-2022

El Dorado Checking	\$ 77,363.73
LAIF	\$ 1,665,875.71
CalPERS Trust Acct Funds	\$ 00.00
UBS #1 T-Bill 11-17-22	\$ 200,000.00
UBS #2 CD 12-21-22	\$ 200,000.00
UBS #3 T-Bill 01-12-23	\$ 200,000.00
Petty Cash	\$ 200.00
<b>Total Cash Balances</b>	<b>\$ 2,343,439.44</b>

July Income	\$ 80,302.24
New Connections	\$ 0.00
Grant Income YTD	\$ 0.00
Property Tax income YTD	\$ 0.00
CD's Interest Earned -	\$ 0.00
YTD Interest Earned	\$ 3,619.10
Budget performance target	8.33%
LAIF Performance	.861% 06/30/2022

## Administration

1. **Just a reminder, if you have not set up your new email, please let me know if you need help doing so. We would like all board members to be using their Murphys Sanitary District issued email address. Thank you.**
2. **New Office Employee:** Our new employee, Summer Mote started 7/20/2022. She replaced Carolyn who retired 7/31/2022. Summer is fitting in nicely and we wish Carolyn a wonderful retirement! She deserves it.
3. **First Month of the new Fiscal Year:** *Not much to report regarding the budget this early in the year. There are four (4) more permits to be purchased for the lots being built by Kautz. Payment for these should be posted to the August income There are eleven (11) custom lots; at this time, I have no information on construction schedule. All is looking good.*
4. **Strategy Funds (LAIF & any Investments) 06/30/22**  
*Our UBS investments No. 1, No. 2 and No. 3 have been purchased. No. 4 will be purchased 8/15/2022. I will update the board during the meeting with the terms of investment No. 4.*

5. Election 11-08-2022: *MSD's Board of Directors positions for Joseph Fontana, Paige Mc Math Jew and Marty Mellerer are open for election on the November 8, 2022 ballot. All three candidates have officially filed.*
6. TS-IRWM: *The July meeting was a field trip to Jamestown Sanitary District. Bruce, Amy and I attended. Very nice plant. Next IRWM meeting both WAC & JPA are scheduled for next week, 8/17/2022. The TS-IRWM usually meets the 3<sup>rd</sup> Weds of the month.*
7. Murphys Oaks Sub-division: *There are eight (8) homes completed and billed monthly; (27) homes under construction, with 10 connected waiting for their final. The last four (4) permits have been prepared; I expect payment in August, for the lots being built by Kautz. No information on the eleven (11) custom lots.*
8. WWTP Part Two (2) – Force Main, Filters & Generator: *No update to report.*

**Murphys Sanitary District  
Budget Performance  
July 2022  
Fiscal Year 2022/23**

	July 2022	YTD 2022-23	Annual Budget	% of Annual Budget
8.33%				
<b>Income</b>				
4100 · Srv Chrgs - Residential	55,787.34	55,787.34	666,440.00	8.37%
4102 · Srv Chrgs - Apartments	3,180.00	3,180.00	38,160.00	8.33%
4104 · Srv Chrgs - Lodges/Churches	360.00	360.00	4,320.00	8.33%
4106 · Srv Chrgs - School	416.00	416.00	4,272.00	9.74%
4108 · Srv Chrgs - Commercial	15,506.27	15,506.27	178,695.00	8.68%
<b>Total Monthly Billing</b>	<b>75,249.61</b>	<b>75,249.61</b>	<b>891,887.00</b>	<b>8.44%</b>
4999 · Rental Income	650.00	650.00	7,800.00	8.33%
4110 · Plan Ck & Inspection Fees			500.00	0.00%
4111 · Late Fees	272.03	272.03	2,500.00	10.88%
4120 · Taxes	0.00		135,000.00	0.00%
4130 · Other Services	411.50	411.50	1,800.00	22.86%
4140 · General Reserve Interest	3,619.10	3,619.10	4,000.00	90.48%
4150 · Vacant Lot Billing	100.00	100.00	1,600.00	6.25%
4160 · Refunds - Rebates			500.00	0.00%
<b>Total Misc. Income</b>	<b>5,052.63</b>	<b>5,052.63</b>	<b>153,700.00</b>	<b>3.29%</b>
<b>TOTAL INCOME</b>	<b>80,302.24</b>	<b>80,302.24</b>	<b>1,045,587.00</b>	<b>7.68%</b>
<i>Reserve Balance Transfer</i>				
<b>TOTAL INCOME</b>	<b>80,302.24</b>	<b>80,302.24</b>	<b>1,045,587.00</b>	<b>7.68%</b>
<b>Wages</b>				
5001.00 · Wages - Operations	15,953.60	15,953.60	211,855.00	7.53%
5001.50 · Wages - Administration	11,110.40	11,110.40	159,233.31	6.98%
5002.00 · Overtime - Operations	1,152.88	1,152.88	6,000.00	19.21%
5002.50 · Overtime - Office	0.00	0.00	500.00	0.00%
5005.00 · On-Call Comp - Operations	1,200.00	1,200.00	15,600.00	7.69%
<b>Total Wages</b>	<b>29,416.88</b>	<b>29,416.88</b>	<b>393,188.31</b>	<b>7.48%</b>
<b>Employee Benefits</b>				
5010.00 · Health Insurance - Operations	7,914.13	7,914.13	108,000.00	7.33%
5010.50 · Health Insurance Administration	2,770.71	2,770.71	42,000.00	6.60%
5015.00 Accrued Vacation - Operations	-	-	3,951.00	0.00%
5015.50 Accrued Vacation - Administration	-	-	1,701.00	0.00%
5010.10 · CalPERS Retirement - Unfunded Liability	4,397.00	4,397.00	18,174.00	24.19%
5020.00 · CalPERS Retirement - Operations	1,265.60	1,265.60	16,785.95	7.54%
5020.50 · CalPERS Retirement - Admin	630.76	630.76	10,135.00	6.22%
<b>Total Employee Benefits</b>	<b>16,978.20</b>	<b>16,978.20</b>	<b>200,746.95</b>	<b>8.46%</b>
<b>PR Taxes</b>				
5030.50 · FICA-Medicare	2,674.09	2,674.09	36,438.80	7.34%
5050.00 · State EDD - Operations				
<b>Total PR Taxes</b>	<b>2,674.09</b>	<b>2,674.09</b>	<b>36,438.80</b>	<b>7.34%</b>

**Murphys Sanitary District**  
**Budget Performance**  
**July 2022**  
**Fiscal Year 2022/23**

8.33%	July 2022	YTD 2022-23	Annual Budget	% of Annual Budget
<b>Workman's Comp -</b>				
5040.00 · Workers Compensation – Operation	15,897.80	15,897.80	16,000.00	99.36%
5040.50 · Workers Comp. – Administration	700.00	700.00	700.00	100.00%
<b>Total Workman's Comp</b>	<b>16,597.80</b>	<b>16,597.80</b>	<b>16,700.00</b>	<b>99.39%</b>
<b>OPERATIONS - Maint &amp; Repairs - Other</b>				
6001.10 · R&M - Collection	-	-	3,000.00	0.00%
6001.20 · R&M - Treatment	-	-	3,000.00	0.00%
6002.40 · R&M - Truck	-	-	4,000.00	0.00%
6003.40 · R&M - Tractor	-	-	1,000.00	0.00%
6004.40 · R&M -Trailer/Trash Pumps	-	-	500.00	0.00%
6005.40 · R&M - Hydro Equipment	-	-	1,000.00	0.00%
6006.40 · R&M - Sml Tools & Equipment	40.74	40.74	1,000.00	4.07%
<b>Total Maint &amp; Repairs - Other</b>	<b>40.74</b>	<b>40.74</b>	<b>13,500.00</b>	<b>0.30%</b>
<b>OPERATIONS - Supplies</b>				
6010.00 · Equipment Rental	-	-	350.00	0.00%
6011.00 · Gas-Oil-Fuel	-	-	9,500.00	0.00%
6012.10 · Supplies - Collection	14.00	14.00	1,500.00	0.93%
6012.20 · Supplies - Treatment	3,249.27	3,249.27	35,000.00	9.28%
6013.00 · Safety Supplies	-	-	1,000.00	0.00%
6015.00 · Uniforms	181.00	181.00	4,000.00	4.53%
<b>OPERATIONS - Supplies</b>	<b>3,444.27</b>	<b>3,444.27</b>	<b>51,350.00</b>	<b>6.71%</b>
<b>OPERATIONS - Utilities</b>				
6021.10 · Electric - Water	1,500.34	1,500.34	20,440.00	7.34%
6021.20 · Electric - Water - Garbage	3,130.00	3,130.00	40,304.00	7.77%
6022.00 · Telephone - Internet	207.09	207.09	4,600.00	4.50%
<b>Total Utilities</b>	<b>4,837.43</b>	<b>4,837.43</b>	<b>65,344.00</b>	<b>7.40%</b>

**Murphys Sanitary District  
Budget Performance  
July 2022  
Fiscal Year 2022/23**

8.33%	July 2022	YTD 2022-23	Annual Budget	% of Annual Budget
<b>OPERATIONS - Other</b>				
6031.20 · Education Operations	675.00	675.00	3,000.00	22.50%
6032.20 · Research - Monitoring	469.00	469.00	24,000.00	1.95%
6033.00 · Answering Service	262.00	262.00	3,600.00	7.28%
6034.00 · Alarm \Security All departments	629.03	629.03	7,500.00	8.39%
<b>Total Other</b>	<b>2,035.03</b>	<b>2,035.03</b>	<b>38,100.00</b>	<b>5.34%</b>
<b>ADMINISTRATION - Rents - Leases</b>				
7050.10 · Rents & Leases - Collection	480.00	480.00	720.00	66.67%
<b>Total Rents - Leases</b>	<b>480.00</b>	<b>480.00</b>	<b>720.00</b>	<b>66.67%</b>
<b>ADMINISTRATIVE - Supplies</b>				
7011.00 · Office Supplies - Operations	98.50	98.50	2,500.00	3.94%
7011.50 · Office Supplies - Admin	250.00	250.00	4,000.00	6.25%
7012.50 · Postage	-	-	3,300.00	0.00%
7013.50 · Printing	-	-	300.00	0.00%
7014.00 · Publications - Operations	-	-	300.00	0.00%
7015.50 · Office Equipment-Software	25.08	25.08	3,000.00	0.84%
7016.50 · Website-IT-email	-	-	500.00	0.00%
<b>Total Supplies</b>	<b>373.58</b>	<b>373.58</b>	<b>13,900.00</b>	<b>2.69%</b>
<b>ADMINISTRATIVE - Utilities</b>				
7021.50 · Electric - Water	130.95	130.95	3,828.00	3.42%
7022.50 · Telephone-Internet Access	399.72	399.72	4,400.00	9.08%
<b>Total Utilities</b>	<b>530.67</b>	<b>530.67</b>	<b>8,228.00</b>	<b>6.45%</b>
<b>ADMINISTRATIVE - Other</b>				
7030.50 · Bank Charges - Vanco Auto Pay Fees	99.25	99.25	1,200.00	8.27%
7031.50 · County Lien Costs -Mileage	73.13	73.13	500.00	14.63%
7034.50 · Education	-	-	3,000.00	0.00%
7035.50 · Memberships	1,357.00	1,357.00	10,500.00	12.92%
7036.50 · Grant Expenses - Force Main	-	-	2,500.00	0.00%
7099.50 · Office Building RM	-	-	3,000.00	0.00%
<b>Total Other</b>	<b>1,529.38</b>	<b>1,529.38</b>	<b>20,700.00</b>	<b>7.39%</b>

**Murphys Sanitary District**  
**Budget Performance**  
**July 2022**  
**Fiscal Year 2022/23**

	July 2022	YTD 2022-23	Annual Budget	% of Annual Budget
8.33%				
<b>ADMINISTRATIVE - Insurance</b>				
7040.50 · Liability Ins	29,811.60	29,811.60	29,000.00	102.80%
<b>Total Insurance</b>	<b>29,811.60</b>	<b>29,811.60</b>	<b>29,000.00</b>	<b>102.80%</b>
<b>ADMINISTRATIVE - Professional</b>				
7054.50 · Office Cleaning	60.00	60.00	720.00	8.33%
7053.50 · Professional - Accounting	-	0.00	9,700.00	0.00%
7051.50 · Professional - Legal Services	-	-	6,000.00	0.00%
7052.50 · Board Expenses	400.00	400.00	11,000.00	3.64%
<b>Total Professional</b>	<b>460.00</b>	<b>460.00</b>	<b>27,420.00</b>	<b>1.68%</b>
<b>ADMINISTRATIVE - License - Permits</b>				
7070.00 · State Permits	-	0.00	41,000.00	0.00%
7071.20 · Plan Check Permits - Treatment	-	0.00	500.00	0.00%
<b>Total License Permits</b>	<b>-</b>	<b>0.00</b>	<b>41,500.00</b>	<b>0.00%</b>
<b>ADMINISTRATIVE - Advertising</b>				
7080.50 · Advertising	-	0.00	750.00	0.00%
7081.50 · Customer Outreach	-	0.00	750.00	0.00%
<b>Total Advertising</b>	<b>-</b>	<b>0.00</b>	<b>1,500.00</b>	<b>0.00%</b>
<b>ADMINISTRATIVE - Engineering</b>				
8500.50 · Engineering-General	-	0.00	7,500.00	0.00%
<b>Total Engineering</b>	<b>-</b>	<b>-</b>	<b>7,500.00</b>	<b>0.00%</b>
<b>TOTAL OPERATING EXPENSES</b>	<b>109,209.67</b>	<b>109,209.67</b>	<b>965,836.06</b>	<b>11.31%</b>
<b>ADMINISTRATIVE - Loans</b>				
9030.00 · WWTP Upgrade DWR Loan	-	0.00	43,670.48	
<b>Total Loans</b>	<b>-</b>	<b>-</b>	<b>43,670.48</b>	<b>0.00%</b>
<b>Cash to Strategy Funds</b>			<b>36,080.46</b>	
<b>TOTAL EXPENSES</b>	<b>109,209.67</b>	<b>109,209.67</b>	<b>1,045,587.00</b>	<b>10.44%</b>
<b>STRATEGY FUNDS</b>			<b>-</b>	
<b>Income</b>				
Cash from Operations	-	-	36,080.46	0.00%
4201 · Connection Fees	-	-	40,000.00	0.00%
Grant Funds - Collection System Upgrades	-	-	3,500,000.00	0.00%
Grant Funds IRWM - Other	-	-	-	
Grant Funds - Plant Upgrade Part II Planning	-	-	390,000.00	0.00%
<b>Total CIP Income</b>	<b>-</b>	<b>-</b>	<b>3,966,080.46</b>	<b>0.00%</b>
<b>Expenses</b>				
9007.00 · Capital Equipment Repair\Replace	9,593.32	9,593.32	22,600.00	42.45%
9010.10 · Capital Repair\Replace Collection	-	-	3,500,000.00	0.00%
9021.20 · CIP - WWTP Upgrade Part II Environmental- Design			390,000.00	0.00%
9999.00 · 15 Ernest St Improvements			15,000.00	0.00%
<b>Total CIP Expenses</b>	<b>9,593.32</b>	<b>9,593.32</b>	<b>3,927,600.00</b>	<b>0.24%</b>

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08/09/22  
Cash Basis

**Murphys Sanitary District**  
**Balance Sheet**  
**As of July 31, 2022**

	<u>Jul 31, 22</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
Operating Fund	77,363.73
Cash Drawer	200.00
<b>Fund Accounts</b>	
<b>UBS Investments</b>	
UBS #2 CD 12/21/2022	200,000.00
UBS #1 T-Bill 11/17/2022	200,000.00
UBS Investments - Other	200,000.00
<b>Total UBS Investments</b>	600,000.00
<b>LAIF</b>	1,665,875.71
<b>Total Fund Accounts</b>	2,265,875.71
<b>Total Checking/Savings</b>	2,343,439.44
<b>Accounts Receivable</b>	
11000 · Accounts Receivable	-8,299.05
<b>Total Accounts Receivable</b>	-8,299.05
<b>Other Current Assets</b>	
Prepaid Expenses	32,045.33
CIP Force Main	14,527.45
Const. Grant Receivables	112,071.00
Deferred Outflows-Contribution	69,905.00
Grant Funds Receivables	38,978.27
12000 · Undeposited Funds	1,108.05
<b>Total Other Current Assets</b>	268,635.10
<b>Total Current Assets</b>	2,603,775.49
<b>Fixed Assets</b>	
15 Ernest St	401,873.39
<b>Total Fixed Assets</b>	401,873.39
<b>Other Assets</b>	
Capital WWTP Upgrade 2021	5,036,791.47
Accumulated Depreciation	-1,911,254.48
Donated Property	1,440,389.00
Land	274,091.29
Collection Expansion	216,729.72
Capital Equipment	181,671.83
Capital Administration	7,185.80
Capital Improvement-Treatment	1,880,068.90
Capital Improvement-Collection	19,897.00
Subsurface Lines	1,797,846.73
<b>Total Other Assets</b>	8,943,417.26
<b>TOTAL ASSETS</b>	<b>11,949,066.14</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Other Current Liabilities	
Compensated Absences	24,034.36
Accrued Interest	5,117.32
<b>Total Other Current Liabilities</b>	29,151.68
<b>Total Current Liabilities</b>	29,151.68

1:49 PM  
08/09/22  
Cash Basis

**Murphys Sanitary District**  
**Balance Sheet**  
**As of July 31, 2022**

	<u>Jul 31, 22</u>
<b>Long Term Liabilities</b>	
Rental Deposit 15 Ernest Ste B	850.00
SWRCB Loan WWTP Upgrade	1,003,397.00
Deferred Inflows-Actuarial	3,618.00
Net Pension Liability	181,426.00
<b>Total Long Term Liabilities</b>	<u>1,189,291.00</u>
<b>Total Liabilities</b>	1,218,442.68
<b>Equity</b>	
CAPITAL WWTP Bridge Loan	2,134,562.50
Capital Balances	
Fund Balance	<u>3,759,539.44</u>
<b>Total Capital Balances</b>	3,759,539.44
3200 - Retained Earnings	4,875,022.27
Net Income	-38,500.75
<b>Total Equity</b>	<u>10,730,623.46</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>11,949,066.14</u></u>



# Operational monthly totals and summary

JULY 2022

Water storage levels in Pond# 4	Loss of two and a quarter feet Freeboard in July, starting August at an elevation 2260' (roughly 23 million gallons in storage, nearly twice what we had in storage this time last year)
PG&E Kilo use	530kWhrs at WWTP 68kWhrs at IPS
Rain Fall at WWTF	None
CL2 Usage	940 gallons of Cl2 liquid bleach total over sixteen days of Effluent pumping
Plant influent gallons	3,561,400 gallons Within a hundred thousand gallons more than June
Effluent gallons	7,698,450 gallons treated and discharged to KHS only, more than twice the amount of Effluent as June
Ironstone Influent	219,480 gallons AVG
Hydro flushing lineal footage	>1,500 feet of Collections
Sewer Overflow Count	None
Spray Field Gallons Applied	None

- The ultrasonic level sensor and control screen failed at the IPS beginning early morning on 19<sup>th</sup>. Back up systems performed as they should and with round the clock monitoring, we were able to insure against any sort of spill but, with the regular system run level sensor refusing to read accurately and the inability to reset to auto due to no control screen we were running on backup. On the 28<sup>th</sup>, Bruce Whittle installed a temporary control screen for us and we were able to reset and successfully recalibrate the level sensor probe and we have been running normally since the 29<sup>th</sup>. This is a seemingly reoccurring issue we have had with the level sensor at the IPS and to date we have ruled out programming, power supply, wiring and range leaving the device itself. The control screen on the other hand had been operating without issue since installation and its recent failure, according to service tech and manufacturer is most likely attributed to overheating, Operations and tech (Bruce Whittle) are researching a split unit A/C for installation on the control cabinet. The control screen has been sent back to manufacturer for a warranty check with a replacement on its way. Unfortunately, the level sensor probe is out of warranty.
- Sand filters were taken off line and cleaned out on the 25<sup>th</sup>. At this time of year and water storage level, a manual scrubbing and sand media breakup is generally needed every ten million gallons of Effluent pumped due to filter flow blocking and rises in turbidity. Typically, this process can be done within a day and Effluent pumping can be brought back up to satisfactory run conditions.
- Grease trap checks for the third quarter have nearly been completed with three outlying customers whose traps needed servicing prior to sign off. For the most part, the traps and interceptors throughout town were found to be properly maintained and cleaned.

## 2020 Local Agency Biennial Notice

Name of Agency: Murphys Sanitary District  
 Mailing Address: 15 Ernest St Suite A Murphys, CA 95247  
 Contact Person: Cindy Secada Phone No. 209 728-3094  
 Email: csecada@murphysd.org Alternate Email: cdsecada@yahoo.com

**Accurate disclosure is essential to monitor whether officials have conflicts of interest and to help ensure public trust in government. The biennial review examines current programs to ensure that the agency's code includes disclosure by those agency officials who make or participate in making governmental decisions.**

This agency has reviewed its conflict of interest code and has determined that (*check one BOX*):

**An amendment is required. The following amendments are necessary:**

(*Check all that apply.*)

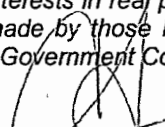
- Include new positions
- Revise disclosure categories
- Revise the titles of existing positions
- Delete titles of positions that have been abolished and/or positions that no longer make or participate in making governmental decisions
- Other (*describe*) \_\_\_\_\_

**The code is currently under review by the code reviewing body.**

**No amendment is required.** (If your code is over five years old, amendments may be necessary.)

**Verification (to be completed if no amendment is required)**

*This agency's code accurately designates all positions that make or participate in the making of governmental decisions. The disclosure assigned to those positions accurately requires that all investments, business positions, interests in real property, and sources of income that may foreseeably be affected materially by the decisions made by those holding designated positions are reported. The code includes all other provisions required by Government Code Section 87302.*

  
 \_\_\_\_\_  
 Signature of Chief Executive Officer

06/11/2020

\_\_\_\_\_  
 Date

All agencies must complete and return this notice regardless of how recently your code was approved or amended. Please return this notice no later than **October 1, 2020**, or by the date specified by your agency, if earlier, to:

Calaveras County Clerk of the Board of Supervisors  
 Attention: Diane Severud  
 891 Mountain Ranch Road  
 San Andreas, CA 95249

**PLEASE DO NOT RETURN THIS FORM TO THE FPPC.**

**MURPHYS SANITARY DISTRICT**  
**CONFLICT-OF-INTEREST CODE**

The Political Reform Act (Government Code Section 81000, et seq.) requires state and local government agencies to adopt and promulgate conflict-of-interest codes. The Fair Political Practices Commission has adopted a regulation (2 California Code of Regulations Section 18730) that contains the terms of a standard conflict-of-interest code, which can be incorporated by reference in an agency's code. After public notice and hearing, the standard code may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference. This regulation and the attached Appendices, designating positions and establishing disclosure categories, shall constitute the conflict-of-interest code of the **Murphys Sanitary District**.

Individuals holding designated positions shall file their statements of economic interests with the **Administration Manager, or their designee**, which will make the statements available for public inspection and reproduction. (Gov. Code Sec. 81008.) All statements will be retained by the **Murphys Sanitary District**.

## **CONFLICT-OF-INTEREST CODE**

### **APPENDIX B-DISCLOSURE CATEGORIES**

#### **Disclosure Category 1**

Designated positions assigned to this category shall report:

Interests in real property located within or not more than two miles outside the boundaries of the jurisdiction or within two miles of any land owned or used by the District.

#### **Disclosure Category 2**

Designated positions assigned to this category shall report:

Investments and business positions in business entities, and sources of income, including loans, gifts, and travel payments, from sources of the type that provide services, supplies, materials, machinery, or equipment to the District. Such sources include but are not limited to architects, engineering and construction firms.

## 2022 Local Agency Biennial Notice

Name of Agency: Murphys Sanitary District

Mailing Address: 15 Ernest St Suite A Murphys, CA 95247

Contact Person: Cindy Secaad Phone No. 209 728-3094

Email: csecada@murphysd.org Alternate Email: office@murphysd.org

**Accurate disclosure is essential to monitor whether officials have conflicts of interest and to help ensure public trust in government. The biennial review examines current programs to ensure that the agency's code includes disclosure by those agency officials who make or participate in making governmental decisions.**

This agency has reviewed its conflict of interest code and has determined that *(check one BOX)*:

**An amendment is required. The following amendments are necessary:**

*(Check all that apply.)*

- Include new positions
- Revise disclosure categories
- Revise the titles of existing positions
- Delete titles of positions that have been abolished and/or positions that no longer make or participate in making governmental decisions
- Other *(describe)* \_\_\_\_\_

**The code is currently under review by the code reviewing body.**

**No amendment is required.** (If your code is over five years old, amendments may be necessary.)

**Verification (to be completed if no amendment is required)**

*This agency's code accurately designates all positions that make or participate in the making of governmental decisions. The disclosure assigned to those positions accurately requires that all investments, business positions, interests in real property, and sources of income that may foreseeably be affected materially by the decisions made by those holding designated positions are reported. The code includes all other provisions required by Government Code Section 87302.*

\_\_\_\_\_  
*Signature of Chief Executive Officer*

\_\_\_\_\_  
*Date*

All agencies must complete and return this notice regardless of how recently your code was approved or amended. Please return this notice no later than **October 3, 2022**, or by the date specified by your agency, if earlier, to:

*(PLACE RETURN ADDRESS OF CODE REVIEWING BODY HERE)*

**PLEASE DO NOT RETURN THIS FORM TO THE FPPC.**