MIDWAY HEIGHTS COUNTY WATER DISTRICT

Regular Board Meeting Minutes

July 16, 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 approximately 2.00 p.m.

II. ROLL CALL

DIRECTORS PRESENT: Pauline Nevins, President
Geoff Teigen, Vice-President
Trisha Di Paola, Board Treasurer
Stan Burton, Director & ACWA/JPIA
Ronald Tucker, Director

DIRECTORS ABSENT:

OTHERS PRESENT: Teddi Deppner, Board Secretary
Gerry LaBudde, Interim General Manager (teleconference)
Wyatt Paul, Field Supervisor

MEMBERS OF THE PUBLIC: Barbara Milton
Yael Rios

III. REVIEW AND APPROVAL OF MINUTES

M/S Stan Burton / Ron Tucker to accept the June 15, 2026, Special Meeting minutes as presented.

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

IV. PUBLIC FORUM

None.

V. GENERAL BUSINESS

A. FIELD REPORT

Wyatt Paul presented the June 2026 field report.

B. INTERIM GENERAL MANAGER'S REPORT

1. Coyote Hill treated water tank sensor – After hearing the update about the current status of the tank repair, Yael Rios expressed gratitude for Field Supervisor Wyatt Paul's efforts and communication during this issue. Ms. Rios also requested more transparency and precision in the communication, indicating that the use of different

wording like “surge protector, sensor, transducer” over the course of several months in the meeting minutes created the perception that the District was not being truthful about the cause of the problem.

Interim General Manager Gerry LaBudde clarified that the different words were a reflection of the troubleshooting process as District staff and contract repair technicians tested and eliminated possible sources of the malfunction.

Ms. Rios suggested that proactive emails to affected residents with details about the problem and the ongoing repair efforts would be helpful. Ms. Milton suggested that a member of the District staff attend a future neighborhood meeting to share how the water system works in their area. The Board expressed appreciation for the advocacy and insightful feedback of both customers and invited them to attend future board meetings and/or to apply for the current board vacancies.

2. Financial status update – The Board Treasurer is working with staff to close the books for fiscal year 2025-2026.
3. Annual water quality report – Proper notification of the availability of the new report has been given to the public via our website and in the newsletter that went out with the July bills; the report has been certified to the State.
4. ACWA/JPIA risk assessment visit – During the annual visit, the ACWA/JPIA representative encouraged the District to pursue opportunities for grants related to safety improvements, such as security cameras, gates, or a vac trailer.

C. DISCUSSION & ACTION RE: RESOLUTION 26-02 CONFLICT OF INTEREST CODE

M/S Geoff Teigen / Stan Burton to approve the update to the District Conflict of Interest Code and pass the Resolution as presented.

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

Note: The reference to an election in the top two lines of the first page of the Resolution as included in the board packet was noticed after the meeting. This was corrected before filing in District records.

D. REVIEW & DISCUSSION RE: DRAFT CAPITAL IMPROVEMENT PLAN – AD HOC COMMITTEE

M/S Geoff Teigen / Stan Burton to approve the draft Capital Improvement Plan (CIP) presented by the ad hoc committee and for a final draft incorporating feedback presented at the September 17, 2026 regular board meeting.

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

E. DISCUSSION & ACTION RE: JOB DESCRIPTION UPDATES

M/S Stan Burton / Geoff Teigen to approve the revised General Manager and Office Manager job specifications and add the new job specifications for Secretary to the Board and Assistant to the General Manager as presented.

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

F. DISCUSSION & ACTION RE: COST OF SERVICE & RATE STUDY – AD HOC COMMITTEE

M/S Stan Burton / Trisha Di Paola to approve the ad hoc committee recommendation of LT Municipal Consultants to perform a Water Cost of Service & Rate Study for the total cost of $34,090.

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

G. DISCUSSION & ACTION RE: PCWA INTERTIE EVALUATION STUDY

M/S Geoff Teigen / Trisha Di Paola to approve commencement of the PCWA Intertie Evaluation Study for a total sum of $21,000 per the Sauers Engineering, Inc. scope of work. The project is funded through the PCWA Financial Assistance Program Grant awarded on 5/21/2026.

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

H. DISCUSSION & ACTION RE: FIRE DISTRICT MOU

M/S Stan Burton / Geoff Teigen to approve the final draft of a memorandum of understanding between the Placer Hills Fire Protection District and MHCWD.

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

VI. FINANCIAL

A. REVIEW OF TREASURER'S REPORT

M/S Geoff Teigen / Stan Burton to accept the Treasurer's report of Fund Summaries, Transfers, and Checking Account Reconciliation Registers for May and June 2026 as presented.

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

A. DISCUSSION & ACTION RE: PROCUREMENT POLICY

M/S Geoff Teigen / Ron Tucker to approve the revised Procurement Policy (Policies & Procedures, Section 2.1.B) with the amendment to notify the Board via email within 72 hours of the onset of the emergency, as to the nature and status of the emergency.

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

B. DISCUSSION & ACTION RE: TREATED WATER TANKS EMERGENCY REPAIRS

M/S Geoff Teigen / Trisha Di Paola to ratify the emergency repair expenditure of $5,348.00 to Aqua Sierra Controls, Inc., for replacing failed parts in both the main and auxiliary treated water storage tanks.

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

VII. ITEMS FOR INFORMATION

M/S Stan Burton / Ron Tucker to receive and file all three Items for information: A, B, & C.

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

A. RECEIVE & FILE: FY2027 FINAL BUDGET (WITH ALL AMENDMENTS)

B. RECEIVE & FILE: 2025 ANNUAL WATER QUALITY REPORT

C. RECEIVE & FILE: BRYCE CONSULTING MEMO

VIII. GENERAL DISCUSSION AND CALENDAR REVIEW

Current list of potential agenda items:

- Management Continuity Plan
- LAFCO Municipal Service Review
- Desk procedures documentation
- Reservoir safety and emergency policy
- Operational priorities review
- Procedures & Policies and District Code updates
- Field operations & maintenance manual
- Vacuum trailer
- Records retention policy
- District vehicle use policy
- Petty cash policy revisions

IX. ANNOUNCEMENT OF NEXT REGULAR MEETING DATE & TIME

The next meeting will be held on August 20, 2026 at 2:00 p.m. at the District Office.

X. RECESS

M/S Pauline Nevins / Stan Burton to take a five-minute recess, returning at 4:15 p.m.

Motion approved by unanimous consent.

XI. CLOSED SESSION: PUBLIC EMPLOYEE EMPLOYMENT - Govt. Code § 54957 Title: General Manager

The Board went into closed session at 4:16 p.m. The Board came out of closed session at 4:55 p.m.

By unanimous voice vote, the Board appointed Teddi Deppner, currently Secretary to the Board and recently approved Assistant to the General Manager, as Interim General Manager. Appointment effective July 17, 2026, pending execution of the employment agreement and ratification in open session at the next regular meeting. The part-time General Manager job will continue to be advertised until a replacement is found.

XII. ADJOURNMENT

Meeting adjourned by unanimous consent at 4:55 p.m.

Respectfully Submitted,

Teddi Deppner
Secretary to the Board

Approved,

Geoff Teigen
Vice-President of the Board

Dated: 8/20/26

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.