



**RESOLUTION NO. 2020-13
RESOLUTION NO. PFA-03
ORDINANCE NO. 2020-01**

MINUTES

**CALAVERAS COUNTY WATER DISTRICT
REGULAR BOARD MEETING**

February 26, 2020

Directors Present: Bertha Underhill, President
Jeff Davidson, Vice President
Scott Ratterman, Director
Cindy Secada, Director
Russ Thomas, Director

Staff Present: Michael Minkler, General Manager
Rebecca Hitchcock, Clerk to the Board
Charles Palmer, District Engineer
Damon Wyckoff, Director of Operations
Joel Metzger, External Affairs Manager
Rebecca Callen, Director of Administrative Services

Others Present: Robert H. Greenfield, Esq. of ACWA Joint Powers Authority

ORDER OF BUSINESS

CALL TO ORDER / PLEDGE OF ALLEGIANCE

1. ROLL CALL

President Underhill called the Regular Board Meeting to order at 9:00 a.m. and led the pledge of allegiance.

2. PUBLIC COMMENT

There was no public comment.

3. CONSENT AGENDA

**MOTION: Directors Davidson/Secada-Approved Consent Agenda Item:
3a, 3b, and 3c as presented**

3a Approval of Committee Assignments and other Appointments
(Rebecca Hitchcock, Clerk to the Board)

3b Acceptance and Transfer of Divisions 4/Copperopolis/Saddle Creek Unit 7A
Subdivision, Water and Wastewater Service Facilities Improvements Project, CCWD
#01597
(Charles Palmer, District Engineer)

RES 2020-13

- 3c Approval of Professional Services Agreement for Environmental Services for the Ebbetts Pass Reach 1 Pipeline Project
(Charles Palmer, District Engineer) **RES 2020-14**

4. NEW BUSINESS

- 4a Presentation of Rate Stabilization Fund Refund by Robert H. Greenfield, Esq. of ACWA Joint Powers Insurance Authority

Robert H. Greenfield, Esq. of the Association of California Water Agencies-Joint Powers Insurance Authority (ACWA JPIA) explained the self-insurance program which CCWD participates in. He congratulated CCWD on staff's attendance at various training and program opportunities, and the overall reduction in claims by the District. Mr. Greenfield presented the Board of Directors with a rate stabilization fund refund check issued to CCWD for \$147,000.

- 4b Discussion/Action Regarding Enrollment in the CAL-CARD Program for Government Entities
(Rebecca Callen, Director of Administrative Services) **RES 2020-15**

MOTION: Davidson/Secada – Approved Resolution 2020-15 - Authorizing the District to enroll in the CAL-CARD Program for Government Agencies

DISCUSSION: Ms. Callen stated the District is currently using a business Credit Card for some purchases. She gave a brief overview of the CAL-CARD program that is administered by the State. The State has developed policies and training material that can be utilized by the District. She also mentioned that a rebate can be earned for paying the bill on time. Ms. Callen said that during the time it takes to get the CAL-CARD program approved by the State, staff will be reviewing the purchasing policy for ways to streamline the accounts payable process.

PUBLIC COMMENT: There was no public comment.

AYES: Directors Davidson, Secada, Ratterman, Thomas, and Underhill
NOES: None
ABSTAIN: None
ABSENT: None

- 4c Discussion/Direction Regarding Status of Board Budget
(Michael Minkler, General Manager)

DISCUSSION: Mr. Minkler stated that the Board of Directors Travel Budget was reduced this year to save cost. The line item is getting close to budget and adjustments can be made within the Board budget for this fiscal year. However, the budget may need to go back to previous years amount. Director Davidson recommended changing the travel receipts from the Washington, D.C. to a Legislative Advocacy under the General Management Budget instead of Board Travel. There was discussion about the Travel Policy and the Board would like the Board Travel Budget to be broken down by Director.

5. OLD BUSINESS

There was no old business.

6. REPORTS

6a General Manager Report

DISCUSSION: Mr. Minkler reported on the following activities: 1) a joint letter was submitted from the Amador Water Agency, Tuolumne Utilities District, and CCWD to the Water Board requesting follow-up on the Voluntary Settle Agreements; 2) the bid opening for the Techite line replacement project is next week; 3) the Finance Department staff has organized demos for alternative finance software; 4) there was a meeting with the County and Director Thomas regarding the Groundwater Sustainability Agency (GSA) meeting MOU; 5) he and Director Thomas attended the Utica Water and Power Authority and the Angels City Council meeting February 25th; 6) on the hydropower sales front, there is concern about less snow run off this year and the potential to not be a good year for hydropower unless the snowpack increases significantly; and 7) the Renewable Market Adjusting Tariff (ReMAT) Coalition meetings have had a flurry of activity lately. There has not been much accomplished in the past year and the District is trying to put legislative pressure on the Public Utilities Commission (PUC) to reopen ReMAT.

7. BOARD REPORTS / INFORMATION / FUTURE AGENDA ITEMS

Director Secada attended the Tuolumne-Stanislaus Integrated Regional Water Management meeting last Wednesday and was given a presentation by Calaveras Healthy Impact Product Solutions. They also reviewed the Disadvantaged Community (DAC) Assessment edits which were accepted. In addition, the Stanislaus River Association meeting will be March 6th.

Director Davidson will be out of town on 3/14-3/19.

Director Thomas reported Daylight Savings time begins this weekend changing the meeting time to 1:00 p.m. He also spoke about the Region 2 & 4 Tour later in March.

Director Ratterman had nothing to report.

Director Underhill reported that Reach 1 construction begins again on March 2nd.

8. NEXT BOARD MEETINGS

- Wednesday, March 4, 2020, 1:00 p.m., Board Workshop-Strategic Planning Cancelled
- Wednesday, March 11, 2020, 1:00 p.m., Regular Board Meeting (*please note new time*)
- Wednesday, March 25, 2020, 1:00 p.m., Regular Board Meeting

The meeting adjourned into Closed Session at approximately 10:00 a.m. Those present were Board Members: Russ Thomas, Bertha Underhill, Cindy Secada, Jeff Davidson, and Scott Ratterman; staff members Michael Minkler, General Manager, and Stacey Lollar, Human Resources Manager (for item 9b); and Dave Cameron, Special Counsel.

9. CLOSED SESSION

- 9a Conference with Legal Counsel – Existing Litigation
Government Code § 54956.9(a) La Contenta Investors, LTD vs. CCWD
(Calaveras County Superior Court #11CV37713)

9b Government Code § 54957.6 Agency Negotiators: General Manager, Michael Minkler; HR Manager, Stacey Lollar Regarding Negotiations with Employee Organization SEIU Local 1021 and Management and Confidential Unit

9c Public Employee Performance Evaluation-Government Code §54957
General Manager

10. REPORTABLE ACTION FROM CLOSED SESSION

The Board reconvened into Open Session at approximately 11:50 a.m. There was no reportable action.

11. ADJOURNMENT

With no further business, the meeting adjourned at 11:50 a.m.

By:

ATTEST:



Michael Minkler
General Manager

Rebecca Hitchcock
Clerk to the Board