



RESOLUTION NO. 2020-16
RESOLUTION NO. PFA-03
ORDINANCE NO. 2020-01

MINUTES

CALAVERAS COUNTY WATER DISTRICT REGULAR BOARD MEETING

MARCH 11, 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
Rebecca Callen, Director of Administrative Services
Charles Palmer, District Engineer
Stacey Lollar, Human Resources Manager
Damon Wyckoff, Director of Operations

Others Present: Vickey Mills
Jean Bray
Caprice Butzler
Vikki Fikes
Matt House
Duane & Marilynn Hillabush
Milan Kubeck

ORDER OF BUSINESS

Based on guidance from the California Governor's Office and Department of Public Health, in order to minimize the potential spread of the COVID-19 virus, the Calaveras County Water District will convene its public meetings of the Board of Directors telephonically until further notice.

CALL TO ORDER / PLEDGE OF ALLEGIANCE

1. ROLL CALL

President Underhill and Director Thomas joined the meeting via teleconference.

Vice-President Davidson called the Regular Board Meeting to order at 1:00 p.m. and led the pledge of allegiance. Director Secada was absent.

Director Secada arrived to the meeting at 1:03

2. PUBLIC COMMENT

Duane Hillabush addressed the Board regarding an issue about his personal residence which he has on the market. There were additions done to his property with all necessary permits granted from Calaveras County. He was never informed of the need to contact the Calaveras County Water District regarding his sewer and water connection. He received a letter from the District after listing his home stating his system was not in compliance. He has since removed his listing to sell his home until a resolution is found. He would like the Board and staff to review this issue as soon as possible.

Milan Kubec addressed the Board stating that he was not aware that the Calaveras County Water District (CCWD) was not a part of Calaveras County. He stated that CCWD should be in better communication with Calaveras County. In addition, he mentioned that the bills are a great place for direct communication with customers.

3. CONSENT AGENDA

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

3a Approval of Minutes for the Board Meeting of February 12, 2020

3b Review Board of Directors Monthly Time Sheets for February, 2020

Director Secada pulled Item 3c from the Consent Agenda

3c Ratify Claim Summary #576 Secretarial Fund in the Amount of \$3,814,989.79 for February, 2020
(Rebecca Callen, Director of Administrative Services) **RES 2020-_____**

3d Report on the Monthly Investment Transactions for February, 2020
(Rebecca Callen, Director of Administrative Services)

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

OFF CONSENT AGENDA

Director Secada pulled Item 3c from the Consent Agenda

3c Ratify Claim Summary #576 Secretarial Fund in the Amount of \$3,814,989.79 for February, 2020
(Rebecca Callen, Director of Administrative Services) **RES 2020-16**

**MOTION: Directors Ratterman/Secada – Approved Consent Agenda Item:
3c as presented**

DISCUSSION: Director Secada asked staff about the following items: 1) the soundproofing of the training room in the District office; 2) if there is a policy regarding the General Manager using the corporate card to take people to lunch; 3) payments made to Condor and Nolte for groundwater

monitoring; the Enterprise Lease payment; 4) employee business cards; 5) reimbursement from Enterprise Leasing for a charge to Froggy's for vehicle maintenance; and 6) customer refunds. Director Ratterman asked about a claim settlement payment. Ms. Callen responded to the questions presented.

PUBLIC COMMENT: There was no public comment.

AYES: Directors Ratterman, Secada, Thomas, Davidson, and Underhill

NOES: None

ABSTAIN: None

ABSENT: None

4. **NEW BUSINESS**

4a Discussion/Action regarding Increasing the Per Hydrant Payment for Fire Department Operation and Maintenance
(Damon Wyckoff, Director of Operations) **RES 2020-17**

MOTION: Directors Secada/Ratterman–Adopted Resolution 2020-17 Increasing the per Hydrant Payment for Fire Department Operations and Maintenance

DISCUSSION: Mr. Wyckoff addressed the Board regarding the request from local fire departments to raise the reimbursement for fire hydrant inspections from \$20.00 to \$25.00 per hydrant. The cost per hydrant has been \$20.00 per hydrant since 2005. The increase would help the fire departments cover their fuel cost. Staff recommends raising the payment to \$23.00 per hydrant in fiscal year 2020/21, \$24.00 per hydrant in fiscal year 2021/22, and \$25.00 per hydrant in fiscal year 2022/23.

PUBLIC COMMENT: Vickey Mills stated this program is a win-win for both agencies.

AYES: Directors Secada, Ratterman, Thomas, Davidson, and Underhill

NOES: None

ABSTAIN: None

ABSENT: None

4b Discussion/Action regarding Support for The Calaveras Amador Forestry Team and Calaveras Healthy Impact Products Solution Implementation of the West Arnold Thin Shaded Fuel Break on District Property
(Damon Wyckoff, Director of Operations) **RES 2020-18**

MOTION: Directors Ratterman/Davidson–Adopted Resolution 2020-18 Supporting for The Calaveras Amador Forestry Team and Calaveras Healthy Impact Solutions Implementation of the West Arnold Thin Shaded Fuel Break on District Property

DISCUSSION: Mr. Wyckoff presented the proposal from The Calaveras Amador Forestry Team (CalAm Team) and Calaveras Healthy Impact Products Solution (CHIPS) implementation of the West Arnold Thin Shaded Fuel Break on District property. The Board stated that this item could have been on the Consent Agenda since they all fully support the idea.

PUBLIC COMMENT: There was no public comment.

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

- 4c Discussion/Direction regarding Financial Contributions to the Calaveras-Amador Mokelumne River Authority (CAMRA).
(Michael Minkler, General Manager)

DISCUSSION: Mr. Minkler reported that at the last Calaveras-Amador Mokelumne River Authority (CAMRA) meeting, there was discussion regarding additional funding from the member agencies in the form of annual dues. Complications are CAMRA doesn't typically contract directly with attorneys or lobbyists. Director Ratterman described the reason CAMRA is considering annual dues at this time. There was discussion and the Board was in agreement that they did not feel an annual due is needed at this time.

PUBLIC COMMENT: There was no public comment.

This item was for information only; no action was taken.

5. **OLD BUSINESS**

There was no old business.

6. **REPORTS**

- 6a Report on the February 2020 Operations Department
(Damon Wyckoff, Director of Operations)

DISCUSSION: Mr. Wyckoff presented the February 2020 monthly Operations report. He reviewed items of interest and answered questions from the Board.

PUBLIC COMMENT: There was no public comment.

This item was for information only; no action was taken.

- 6b General Manager Report

DISCUSSION: Mr. Minkler reported on the following activities: 1) The District hosted the Stanislaus River Association (SRA) meeting on March 5 with a focus on Forest Management; 2) Tuolumne Utility District is in negotiations with PG&E for procurement of a small hydro facility and water rights; and 3) he was happy to announce the District has hired a Water Resources Manager to begin work in May.

7. **BOARD REPORTS / INFORMATION / FUTURE AGENDA ITEMS**

Director Ratterman is attending the Association of California Water Agencies Legislative Symposium on Thursday.

Director Thomas is excited about the new hire for the Water Resources Manager.

Director Davidson had nothing to report.

Director Secada reported the Tuolumne-Stanislaus Integrated Regional Water Management Joint Powers Authority meeting is next week.

Director Underhill had nothing to report.

8. NEXT BOARD MEETINGS

- Wednesday, March 25, 2020, 1:00 p.m., Regular Board Meeting
- Wednesday, April 8, 2020, 1:00 p.m., Regular Board Meeting

The meeting adjourned into Closed Session at approximately 1:48 p.m. Those present were Board Members: Russ Thomas and Bertha Underhill (by teleconference); Board Members: Cindy Secada, Jeff Davidson, and Scott Ratterman; staff members Michael Minkler, General Manager, Joel Metzger, External Affairs Manager (for item 9a); and Matt Weber, General Counsel.

9. CLOSED SESSION

- 9a Conference with Legal Counsel – Threatened Litigation
Government Code § 54956.9(b)(3) – 1 case
- 9b Conference with Legal Counsel – Existing Litigation
Government Code § 54956.9(a)
La Contenta Investors, LTD vs. CCWD (Calaveras County Superior Court #11CV37713)
- 9c Government Code § 54957.6 Agency Negotiators: General Manager, Michael Minkler, Regarding Negotiations with Employee Organization SEIU Local 1021 and Management and Confidential Unit

10. REPORTABLE ACTION FROM CLOSED SESSION

The Board reconvened into Open Session at approximately 2:20 p.m. There was no reportable action.

11. ADJOURNMENT

With no further business, the meeting adjourned at 2:20 p.m.

By:



Michael Minkler
General Manager

ATTEST:



Rebecca Hitchcock
Clerk to the Board