



## MINUTES

### CALAVERAS COUNTY WATER DISTRICT REGULAR BOARD MEETING

OCTOBER 23, 2024

Directors Present: Bertha Underhill, Vice-President\*  
Cindy Secada, Director  
Scott Ratterman, Director  
Jeff Davidson, Director

Directors Absent: Russ Thomas, President

Staff Present: Michael Minkler, General Manager  
Matt Weber Esq, General Counsel  
Rebecca Hitchcock, Clerk to the Board  
Damon Wyckoff, Director of Operations  
Pat Burkhardt, Construction and Maintenance Manager  
Jeffrey Meyer, Director of Administrative Services  
Kelly Gerkenmeyer, External Affairs Manager  
Kevin Williams, Senior Civil Engineer  
Mark Rincon-Ibarra, District Engineer\*  
Stacey Lollar, Human Resources Manager\*  
Kate Jesus, Human Resources Technician\*  
Haley Airola, Engineering Coordinator\*  
Sam Singh, Engineering Technician\*  
Kelly Richards, Business Services Manager\*  
Corinne Skrbina, Customer Service\*  
Robin Patolo, Customer Service\*  
Bana Rouson-Gedese, Water Resources Specialist\*  
Tiffany Burke, Operations Administrative Technician\*  
Kelly Soulier-Doyle, Accounting Technician\*  
Jared Gravette, Construction Inspector\*  
Michael Bear, Accountant\*  
Kylie Muetterties, Accountant\*  
Joe Darby, Distribution

Others Present Carlos Stoughton  
Francisco de la Cruz  
Mike Castro  
Mike Rogers  
Rick Bonte  
Victor Tarango  
Four additional members of the public online\*

\*Attended Virtually

## ORDER OF BUSINESS

### CALL TO ORDER / PLEDGE OF ALLEGIANCE

#### 1. ROLL CALL

Vice-President Underhill called the Regular Board Meeting to order at 1:01 p.m. and led the Pledge of Allegiance. Director Thomas was absent.

Director Underhill notified the Board that, in accordance with AB 2449, she is attending the meeting remotely due to the "Just Cause for illness" provision, which prevents her from attending in person. She then delegated the meeting leadership to Director Davidson.

#### 2. PUBLIC COMMENT

Public comments were provided by Carlos Stoughton, Francisco de la Cruz, Victor Tarango, Pat Roy and Rick Bonte.

#### 3. CONSENT AGENDA

- 3a Approval of the Minutes for the Board Meeting of September 25, 2024  
(Rebecca Hitchcock, Clerk to the Board)
- 3b Report on the Monthly Investment Transactions for September 2024  
(Jeffrey Meyer, Director of Administrative Services)
- 3c Approval of the District's Financial Management Policy – No. 5.01, Investment Policy  
(Jeffrey Meyer, Director of Administrative Services) **RES 2024-57**
- 3d Approval of the Board Meeting Schedule for November and December 2024  
(Rebecca Hitchcock, Clerk to the Board)

**MOTION: Director Secada/Ratterman Moved to Approve the Consent Agenda Items 3a, 3b, 3c, and 3d as presented**

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

**NOES:** None

**ABSTAIN:** None

**ABSENT:** Director Thomas

#### 4. NEW BUSINESS

- 4a [Presentation on the Advanced Metering Infrastructure](#)  
(Damon Wyckoff, Director of Operations)

**DISCUSSION:** Damon Wyckoff gave a detailed presentation on the CCWD Advanced Metering Infrastructure. He responded to questions from the Board.

**PUBLIC COMMENT:** Public comments were provided by Pat Roy, Mike Rogers, Carlos Stoughton, Francisco de la Cruz, and Mike Castro.

## 5. **REPORTS**

- 5a [Report on the September 2024 Operations Department](#)  
(Damon Wyckoff, Director of Operations)

**DISCUSSION:** Damon Wyckoff presented the September 2024 Monthly Operations Report. He reviewed items of interest and answered questions from the Board.

**PUBLIC COMMENT:** Public comment was provided by Mike Castro.

- 5b [General Manager's Report](#)  
(Michael Minkler)

Mr. Minkler reported on the following activities: 1) the External Relations Committee meeting; 2) the Calaveras Public Power Authority (CPPA) meeting; 3) The Upper Mokelumne River Water Authority (UMRWA) meeting; 4) the annual Federal Energy Regulatory Commission (FERC) inspections; 5) the MCWRA tour with Assembly Member Diane Papan; 6) a tour with the Interim City Manager of Angels Camp, Steve Williams; 7) the FERC Relicensing effort; 8) the Tyler software implementation; 9) the Forest Meadows Golf Course pond; and 10) another employee retirement.

**PUBLIC COMMENT:** Public comment was provided by Francisco de la Cruz.

## 6. **BOARD REPORTS / INFORMATION / FUTURE AGENDA ITEMS**

Director Underhill discussed the water production in the Ebbetts Pass area.

Director Ratterman reported on the MCWRA tour, the FERC Relicensing, the Real Estate ad hoc Committee, and the Tyler Software update.

Director Secada asked about a North Fork tour and discussed the Grand Jury public comments.

Director Davidson had nothing to report.

## 7. **NEXT BOARD MEETINGS**

- Wednesday, November 13, 2024, 1:00 p.m., Regular Board Meeting
- Wednesday, November 27, 2024, 1:00 p.m., Regular Board Meeting - Cancelled

## 8. **CLOSED SESSION**

The meeting adjourned into the Closed Session at approximately 3:15 p.m. Those present were Board Members: Cindy Secada, Scott Ratterman, Bertha Underhill, and Jeff Davidson; staff members Michael Minkler, General Manager; Stacey Lollar (for item 8a); and Kelly Gerkenmeyer (for item 8b); and General Counsel Matt Weber.

- 8a 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
- 8b Conference with Legal Counsel – Anticipated Litigation. Significant exposure to litigation pursuant to subdivision (d)(2) of Government Code section 54956.9 - three potential cases

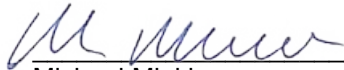
**9. REPORTABLE ACTION FROM CLOSED SESSION**

The Board reconvened into Open Session at approximately 4:19 p.m. There was no reportable action.

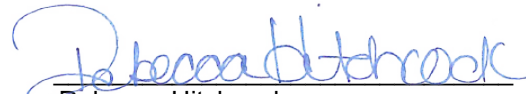
**10. ADJOURNMENT**

With no further business, the meeting adjourned at approximately 4:20 p.m.

By:

  
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Michael Minkler  
General Manager

ATTEST:

  
\_\_\_\_\_  
Rebecca Hitchcock  
Clerk to the Board