



RESOLUTION NO. 2018-67
RESOLUTION NO. PFA-03
ORDINANCE NO. 2018-02

MINUTES

**CALAVERAS COUNTY WATER DISTRICT
SPECIAL BOARD MEETING**

DECEMBER 12, 2018

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

Staff Present: Jeffrey Meyer, Interim General Manager
Rebecca Hitchcock, Clerk to the Board
Matt Weber, General Counsel
Peter Martin, Manager of Water Resources
Damon Wyckoff, Director of Operations
Stacey Lollar, Director of Human Resources and Customer Service
Joel Metzger, Manager of External Affairs, Conservation, and Grants

Others Present: Pat McGreevy, Calaveras Amador Forestry Team
Mike Lemke
Hugh Logan, CUSD
Joe Cruz, CUSD
Eric Scriven, NHA Advisors
Vickey Mills
Other public in attendance

ORDER OF BUSINESS

CALL TO ORDER / PLEDGE OF ALLEGIANCE

1. ROLL CALL

President Thomas called the Regular Board Meeting to order at 1:00 p.m. and led the pledge of allegiance. All Board members were present.

2. SEATING OF NEW BOARD MEMBERS; BOARD RECONSTITUTION AND ELECTION OF OFFICERS

(Jeffrey Meyer, Interim General Manager)

Approved Feb 13, 2019

The newly elected and re-elected Board Directors stood as Ms. Hitchcock, Clerk to the Board, administered the Oath of Office to Directors Secada, Underhill and Thomas.

After the Board of Directors were seated, Mr. Meyer explained the process of electing the Board President and Vice President. Mr. Meyer called for nominations for Board President for the 2019 year. Director Davidson nominated Director Thomas as President and Director Secada seconded the motion. There were no other nominations. Directors Davidson and Ratterman closed the nominations.

MOTION: Directors Davidson / Secada– Nominate Director Thomas as Board President for the 2019 Year

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

Director Ratterman nominated Director Underhill as Board Vice President and Director Thomas seconded the motion. There were no other nominations. Directors Davidson and Ratterman closed the nominations.

MOTION: Directors Ratterman / Thomas– Nominate Director Underhill as Board Vice President for the 2019 Year

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

3. PUBLIC COMMENT

There was no public comment

4. CONSENT AGENDA

MOTION: Directors Ratterman / Davidson - Approved Consent Agenda Items: 4a, 4c, 4d, and 4e as presented

4a Approval of Minutes for the Board Meeting of October 10, 2018.

Director Secada pulled Item 4b from the Consent Agenda

4b Ratify Claim Summary #561 Secretarial Fund in the Amount of \$2,278,874.79 for November 2018.

(Jeffrey Meyer, Interim General Manager)

RES 2018-_____

4c Accepting the Canvass and Statement of Results of the November 6, 2018 General Election

(Jeffrey Meyer, Interim General Manager)

RES 2018-67

4d Approval of the Write-Off of Uncollectible Accounts Receivable for the period of December 1, 2017 through May 31, 2018

(Jeffrey Meyer, Interim General Manager)

RES 2018-68

- 4e Acceptance and Transfer of La Cobre Mina Unit 2, Water and Wastewater Service Facilities Improvements Project, CCWD #01596.
(Charles Palmer, District Engineer and Robert Creamer, Engineering Analyst)
RES 2018-69

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

OFF CONSENT AGENDA

Director Secada pulled Item 4b from the Consent Agenda

- 4b Ratify Claim Summary #561 Secretarial Fund in the Amount of \$2,278,874.79 for November 2018.
(Jeffrey Meyer, Interim General Manager) **RES 2018-70**

MOTION: Directors Davidson / Underhill – Adopt Resolution No. 2013-70 Ratifying Claim Summary #561 Secretarial Fund in the Amount of \$2,278,874.79 for November 2018.

DISCUSSION: Director Secada asked clarifying questions on the benefits, computer services, Columbia Communication Vehicle Cloud service, DataPros statement processing, Autocad Support Services, Wage Works, and the purchase of the Ford Escape. Mr. Meyer responded to all Director Secada's questions. Director Underhill asked about AWA representation by the District. Director Thomas wanted to bring attention to the payment to R.E. Smith Contractors for \$1,075,478,13, which is reimbursable by grant funds.

PUBLIC COMMENT: There was no public comment.

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

5. NEW BUSINESS

- 5a Discussion / Action to Approve Agreement with Snowshoe Springs Association for Wholesale Treated Water Service
(Charles Palmer, District Engineer and Robert Creamer, Engineering Analyst)
RES 2018-71

MOTION: Directors Underhill / Ratterman Approve Agreement with Snowshoe Springs Association for Wholesale Treated Water Service.

DISCUSSION: Mr. Palmer presented the terms of the agreement reached between Snowshoe Springs Association near Dorrington, CA and CCWD. There was discussion by the Board regarding the agreement, how it came about, and the need for it. There was additional conversation about the capacity of the system surrounding Snowshoe Springs during a fire emergency.

PUBLIC COMMENT: Richard Mates from Snowshoe Springs spoke to the Board regarding the agreement. He mentioned that Snowshoe is very pleased with the cooperation they received from the staff members at CCWD.

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

- 5b Discussion / Action to Approve Memorandum of Understanding between Calaveras Unified School District and Calaveras County Water District to Provide Sewer Service to the Jenny Lind Elementary School
(Charles Palmer, District Engineer and Robert Creamer, Engineering Analyst)
RES 2018-72

MOTION: Directors Davidson / Underhill Approve Memorandum of Understanding between Calaveras Unified School District and Calaveras County Water District to Provide Sewer Service to Jenny Lind Elementary School

DISCUSSION: Mr. Palmer presented the key points of the MOU. The Calaveras Unified School District (CUSD) has obtained a State Water Resources Control Board (SWRCB) Clean Water State Revolving Fund (CWSRF) Planning Grant to evaluate alternatives for replacement of the wastewater system at the Jenny Lind Elementary School (JLES). In June 2018, Weber Ghio and Associates and KASL Consulting Engineers prepared an engineering analysis (attached) and approached the District with a proposal to connect JLES to the La Contenta wastewater system via a new lift station and sewer force main aligned along Berkesey Lane from Baldwin Lane to Vista Del Lago Drive. District staff determined that sufficient capacity exists in the La Contenta system to serve JLES and that the project was feasible and beneficial to both parties. Upon completion of the proposed project, CUSD will decommission its existing wastewater plant at the school property and cancel its operating permit with the Central Valley Regional Water Quality Control Board. The District will become the owner and operator of the new lift station and force main from which the additional sewer flows will be conveyed to the La Contenta Wastewater Plant for treatment and disposal. There was discussion between staff and the Board regarding specifics of the MOU.

PUBLIC COMMENT: Hugh Logan and Joe Cruz from CUSD let the Board know that the CUSD Board voted to approve the MOU last night. They thanked Mr. Palmer and his team for the support.

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

- 5c Presentation of the Audited Financial Statements for the Fiscal Year Ending June 30, 2018 by Richardson & Company, LLP
(Jeffrey Meyer, Interim General Manager)

MOTION: Directors Underhill / Secada – Approved to Receive and File the Audited Financial Statements for the Fiscal Year Ending

June 30, 2018 by the Auditing Firm Richardson & Company, LLP

DISCUSSION: Mr. Nash of the auditing firm Richardson & Company, LLP addressed the Board giving a presentation of the District's audited financial statements for the fiscal year ending June 30, 2018. He provided a summary with highlights of the audit, which included information on the District's capital assets, operating revenues and expenses, power sales, income statements, status of pension funds, etc. Mr. Nash stated that his auditing firm gave the District "clean opinions". Mr. Nash answered questions from the Board on various items such as investments and expenses.

PUBLIC COMMENT: There was no public comment.

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

RECESS was called at 2:24 p.m. **SESSION RESUMED** at 2:35 p.m.

5d Discussion / Action regarding the Adoption of the 2018 Mokelumne-Amador-Calaveras Integrated Regional Water Management Plan Update
(Peter Martin, Manager of Water Resources) **RES 2018-73**

MOTION: Directors Ratterman / Davidson – Adopted the 2018 Mokelumne-Amador-Calaveras Integrated Regional Water Management Plan Update

DISCUSSION: Mr. Martin presented the 2018 Mokelumne-Amador Calaveras Integrated Regional Water Management Plan Update to the Board. He reviewed the participants and the projects that are covered in the plan. 1) Sheep Ranch Drinking Water Treatment and Distribution Project; 2) West Point Automated Meter Reading Project; 3) West Point Water Treatment Drinking Water Compliance Project; and 4) Meadow Restoration Project upstream of Wilson Dam. The list of projects are eligible for specific state-funded grant programs as a result of their inclusion in the plan. This plan was released In September 2018 for public comment and final edits were complete in November. Upper Mokelumne River Watershed Authority (UMRWA) will adopt the plan at their January 25, 2018 Board meeting to remain eligible for Prop 1 funding. There was additional discussion between Mr. Martin and the Board.

PUBLIC COMMENT: There was no public comment.

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

6. OLD BUSINESS

6a Update on Local Forest Management Initiatives
(Peter Martin, Manager of Water Resources)

DISCUSSION: Pat McGreevy from the Calaveras Amador Forestry Team presented the Calaveras Amador Forestry Team & CAL Fire Hazardous Fuels Reduction plan. He expressed that their goal is to reduce risk of wildfires devastating local communities and forests in Amador and Calaveras Counties through interagency collaboration. There was significant discussion

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between Mr. McGreavy, staff, and the Board. Director Davidson expressed his desire to see more media coverage on programs such as this to bring them to the community's attention. He suggested we create meetings with the county and other necessary organizations to discuss forest management.

PUBLIC COMMENT: There was no public comment.

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

- 6b Discussion / Direction Regarding Funding Recommendation for District's PERS Unfunded Pension Liability
(Jeffrey Meyer, Interim General Manager)

DISCUSSION: Mr. Eric Scriven of NHA Advisors presented the recommendations for the alternate repayment strategy for the District's PERS Unfunded Accrued Liability (UAL). He recapped the various options that were presented to the Board on November 14, 2018. After a thorough analysis of all options, District staff and NHA advisors are recommending \$5.7 million private placement option. He explained the reasons for this recommendation in depth. There was discussion between the Board, staff, and Mr. Scriven regarding the recommendation. The Board gave direction to continue with the recommended option and return in January for final approval.

PUBLIC COMMENT: There was no public comment.

7. **GENERAL MANAGER REPORT**

Mr. Meyer gave a reminder of the Finance Committee meeting December 18 at 11:00 a.m. He also mentioned that Director Thomas wanted CCWD to list gallons instead of acre feet on Exhibit One of the Rate Ordinance and he explained that a new Ordinance would have to be adopted if that change was made.

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

Director Underhill reported that she received a letter from the Scholarship Coordinator. She would like to see continuation schools included in the application process for the next scholarship. In addition, there was a town hall meeting in Ebbetts Pass regarding the budget shortfall for the Ebbetts Pass Fire District. She also welcomed Director Secada to the Board.

Director Ratterman mentioned that the CAMRA meeting is Wednesday at 2:30, and Monday the 17th the general manager interviews begin.

Director Davidson had nothing to report.

Director Secada reported that she will miss the January 23rd meeting while attending the Western Water Summit in Southern California.

Director Thomas mentioned that he brought back Dave Eggerton's business cards. He stated that it was a huge benefit to have Mr. Eggerton at ACWA.

9. **NEXT BOARD MEETINGS**

- Monday, December 17, 2018, 1:00 p.m., Special Board Meeting

Approved Feb 13, 2019

- Wednesday, January 9, 2019, 1:00 p.m., Regular Board Meeting
- Wednesday, January 23, 2019, 1:00 p.m., Regular Board Meeting

The Open Session ended at 4:20 p.m.

The meeting adjourned into Closed Session at approximately 4:20 p.m. Those present were Board Members: Russ Thomas, Bertha Underhill, Scott Ratterman, Jeff Davidson, and Cindy Secada; staff members Jeffrey Meyer, Interim General Manager, Stacey Lollar, Director of Human Resources and Customer Service, and Rebecca Hitchcock, Clerk to the Board (for item 10b); and Matt Weber, General Counsel.

10. CLOSED SESSION

- 10a Conference with legal counsel – anticipated litigation. Significant exposure to litigation pursuant to subdivision (d)(2) of Government Code § 54956.9. One potential case.
- 10b Public Employment - General Manager Recruitment
Government Code § 54957

11. REPORTABLE ACTION FROM CLOSED SESSION

The Board reconvened into Open Session at approximately 5:18 p.m. There was no reportable action.

12. ADJOURNMENT

With no further business, the meeting adjourned at approximately 5:18 p.m.

By:


Jeffrey Meyer
Interim General Manager

ATTEST:


Rebecca Hitchcock
Clerk to the Board

