

RESOLUTION NO. 2021-09
RESOLUTION NO. PFA-03
ORDINANCE NO. 2021-01

MINUTES

CALAVERAS COUNTY WATER DISTRICT REGULAR BOARD MEETING

FEBRUARY 10, 2021

- Directors Present: Jeff Davidson, President
Cindy Secada, Vice-President
Scott Ratterman, Director
Bertha Underhill, Director
Russ Thomas, Director
- Staff Present: Michael Minkler, General Manager
Matt Weber, General Counsel
Rebecca Hitchcock, Clerk to the Board
Rebecca Callen, Director of Administrative Services
Damon Wyckoff, Director of Operations
Jesse Hampton, Plant Operations Manager
Brad Arnold, Manager of Water Resources
Jessica Self, External Affairs Manager
Stacey Lollar, Human Resources Manager
Kate Jesus, Engineering Coordinator
Tiffany Burke, Administrative Technician Sr.
- Others Present: Julio Morales, UFI Financial Solutions
Jeff Land, Brandis Tallman
Michael Jarvis, LCW
Suzanne Solomon, LCW

ORDER OF BUSINESS

CALL TO ORDER / PLEDGE OF ALLEGIANCE

1. ROLL CALL

President Davidson called the Regular Board Meeting to order at 1:00 p.m. and led the Pledge of Allegiance.

2. PUBLIC COMMENT

There was no public comment.

3. CONSENT AGENDA

**MOTION: Directors Thomas/Underhill–Approved Consent Agenda Items:
3a, 3b and 3d as presented.**

3a Approval of Minutes for the Board Meeting of January 13, 2021

3b Review Board of Directors Monthly Time Sheets for January 2021

Director Ratterman pulled Item 3c from the Consent Agenda.

3c Ratify Claim Summary #587 Secretarial Fund in the Amount of \$1,390,927.77
for January 2021
(Rebecca Callen, Director of Administrative Services) **RES 2021-_____**

3d Report on the Monthly Investment Transactions for January 2021
(Rebecca Callen, Director of Administrative Services)

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

NOES: None

ABSTAIN: None

ABSENT: None

OFF CONSENT AGENDA

Director Ratterman pulled Item 3c from the Consent Agenda.

3c Ratify Claim Summary #587 Secretarial Fund in the Amount of \$1,390,927.77
for January 2021
(Rebecca Callen, Director of Administrative Services) **RES 2021-09**

**MOTION: Directors Ratterman/Secada–Ratified Claim Summary #587 Secretarial
Fund in the Amount of \$1,390,927.77 for January 2021**

DISCUSSION: Director Ratterman asked about the various CalPERS charges and what each line item covers. Ms. Callen responded to his questions.

PUBLIC COMMENT: There was no public comment.

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

NOES: None

ABSTAIN: None

ABSENT: None

4. NEW BUSINESS

4a Discussion/Action Regarding Awarding and Authorizing a Construction Contract for
the Jenny Lind Water Treatment Plant Filters 3, 4, and 5 Rehabilitation CIP #11118
(Damon Wyckoff, Director of Operations) **RES 2021-10**

**MOTION: Directors Secada/Underhill–Awarded a Construction Contract for the
Jenny Lind Water Treatment Plant Filters 3, 4, and 5 Rehabilitation CIP
#11118**

DISCUSSION: Mr. Wyckoff explained the project includes rehabilitating three of the six Micro Floc Water Filters at the Jenny Lind Water Treatment Plant. The District prepared a scope of work for the project and advertised for public bid January 19th, 2021. Only one bid was received on the bid opening date, February 2nd, 2021. The sole bid was submitted by ERS Industrial Services Inc. for a cost of \$648,740. The District budgeted \$660,000 in the 2020/21 fiscal year CIP for this project. ERS Industrial Services Inc. recently completed the rehabilitation of the two filters at the Hunters Water Treatment Plant in the Ebbetts Pass Service Area and the project was completed successfully on-time and within budget. Staff recommends that the Board of Directors accept the bid submitted and award a construction contract to ERS Industrial Services, Inc. Mr. Wyckoff responded to questions from the Board.

PUBLIC COMMENT: There was no public comment.

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

4b Discussion/Action regarding Authorization to Issue Refunding Bonds for Fly-In Acres and DaLee/Cassidy and Approval of Related Legal Documents and Resolutions (Rebecca Callen, Director of Administrative Services)

1. Declaring Intent to Levy Reassessments and to Issue Refunding Bonds

RES 2021-11

MOTION: Directors Ratterman/Secada-- Declaring Intent to Levy Reassessments and to Issue Refunding Bonds

DISCUSSION: Ms. Callen explained that this Resolution is required in the process of refunding bonds for Fly-In Acres and DaLee/Cassidy.

PUBLIC COMMENT: There was no public comment.

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

2. Authorizing the Issuance of Refunding Bonds and Approving and Authorizing Related Documents and Actions

RES 2021-12

MOTION: Directors Secada/Underhill--Authorizing the Issuance of Refunding Bonds and Approving and Authorizing Related Documents and Actions

DISCUSSION: Ms. Callen explained that this Resolution is required in the process of refunding bonds for Fly-In Acres and DaLee/Cassidy.

PUBLIC COMMENT: There was no public comment.

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

3. Adopting Reassessment Report, Confirming and Ordering the Reassessment by Summary Proceedings and Authorizing and Directing Related Actions

RES 2021-13

MOTION: Directors Secada/Underhill–Adopting Reassessment Report, Confirming and Ordering the Reassessment by Summary Proceedings and Authorizing and Directing Related Actions

DISCUSSION: Ms. Callen explained that this Resolution is required in the process of refunding bonds for Fly-In Acres and DaLee/Cassidy.

PUBLIC COMMENT: There was no public comment.

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

5. OLD BUSINESS

- 5a Update on Watershed Sanitary Surveys
(Brad Arnold, Manager of Water Resources)

DISCUSSION: Mr. Arnold explained that the District is required to prepare updated Watershed Sanitary Surveys (WSSs) for the Mokelumne, Calaveras, and Stanislaus River Watersheds every 5-years per U.S. Environmental Protection Agency (EPA) Non-Community Water System (NCWS) guidelines. The WSSs are intended to be a review of watershed conditions and future hazards, and to provide an assessment of their capability to supply safe drinking water. Updates to the WSSs are due July 2021. The participants list below shows the agencies involved in the update and the share of the cost percentage (based on water use) for each. CCWD's cost share will come in approximately \$20,000 below the budgeted amount. Mr. Arnold responded to questions from the Board.

Agency	% of WSS Costs ¹
Stockton East Water District (SEWD): <i>Lead Agency</i>	50.3%
Calaveras County Water District (CCWD)	9.1%
California Dept. of Forestry & Fire Protection (CDFPP)	0.9% ²
City of Angels Camp	0.9% ²
Knights Ferry Community Services District (KFCSD)	0.9% ²
Pinecrest Permittees Association (PPA)	0.9% ²

Sierra Conservation Center (SCC)	0.9% ²
South San Joaquin Irrigation District (SSJID)	30.9%
Tuolumne Utilities District (TUD)	4.3%
Union Public Utilities District (UPUD)	0.9% ²

¹ Proposed under draft Agreement

² Represents minimum contribution level agreed upon by SEWD and S/C Participants.

PUBLIC COMMENT: There was no public comment.

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

6. **REPORTS**

- 6a Report on the January 2021 Operations and Engineering Departments
(Damon Wyckoff, Director of Operations)

DISCUSSION: Mr. Wyckoff presented the January 2021 monthly Operations and Engineering reports. 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 Managers Report
(Michael Minkler)

DISCUSSION: Mr. Minkler reported on the following activities: 1) he acknowledged that staff have been working in difficult conditions due to the COVID 19 pandemic for almost a year now and wants them to know how much they are valued; 2) the Strategic Planning meeting last week was very successful and discussed moving the next workshop to 1:00 p.m. and meeting in person with the Board, who were agreeable to that; 3) the Legal Affairs Committee would like the Board to sign a letter of thanks to Senator McClintock for his support; 4) Mueller installed AMI Infrastructure in Wallace as a trial run. The project should start installations around April; 5) several staff members attended the Ebbetts Pass Property Owners Council (EPPOC) meeting last week; 6) there will be a town hall meeting regarding the Notice of Violation for Disinfection By Products exceedance levels within the Ebbetts Pass Service Area; 7) a COVID 19 update from the County Public Health Team requesting people to go and get tested for COVID to lower the rate of positive test results; 8) vacancies on the ACWA Region 3 Board; and 8) the UTICA Remat Program re-opened after being on hold for 3-4 years.

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

Director Underhill reported there is 4-5 feet of snow in Arnold and the Sierra gas station is changing to a Cruisers.

Director Ratterman reported there is a CAMRA meeting on Wednesday.

Approved March 10, 2021

Director Thomas had nothing to report.

Director Secada attended the IRWM meeting and the Mountain Counties Funding Committee meeting.

Director Davidson had nothing to report.

8. NEXT BOARD MEETINGS

- Friday, February 19, 2021, 1:00 p.m., Special Board Workshop-Strategic Planning
- Wednesday, February 24, 2021, 1:00 p.m., Regular Board Meeting

The meeting adjourned into Closed Session at approximately 2:05 p.m. Those present were Board Members: Russ Thomas, Bertha Underhill, Jeff Davidson, and Scott Ratterman; staff members Michael Minkler, General Manager and Stacey Lollar, Manager of Human Resources; and General Counsel Matt Weber, Special Counsel Michael Jarvis, and Suzanne Solomon.

9. CLOSED SESSION

- 9a Conference with Legal Counsel-Anticipated Litigation
Significant Exposure to Potential Litigation-Government Code Section 54956.9(d)(2)-3 cases
- 9b Government Code § 54957.6 Agency Negotiators: General Manager Michael Minkler, HR Manager Stacey Lollar and Michael Jarvis 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 3:53 p.m. There was no reportable action.

11. ADJOURNMENT


With no further business, the meeting adjourned at approximately 3:53 p.m.

Respectfully Submitted:



Michael Minkler
General Manager

ATTEST:



Rebecca Hitchcock
Clerk to the Board