



## MINUTES

### CALAVERAS COUNTY WATER DISTRICT REGULAR BOARD MEETING

**JANUARY 25, 2023**

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

Directors Absent: Jeff Davidson, Director

Staff Present: Michael Minkler, General Manager  
Rebecca Hitchcock, Clerk to the Board  
Damon Wyckoff, Director of Operations  
Jesse Hampton, Plant Operations Manager  
Stacey Lollar, Human Resources Manager  
Jessica Self, External Affairs Manager  
Kelly Gerkenmeyer, Water Resources Technician  
Kate Jesus, Engineering Coordinator  
Pat Burkhardt, Construction and Maintenance Manager  
Charles Palmer, District Engineer  
Kevin Williams, Senior Civil Engineer  
Jared Gravette, Senior Supervisor Construction Inspector  
Kelly Richards, Customer Service Supervisor  
Catherine Eastburn, Accountant  
Carol Bowen, Customer Service  
Kate Darby, Customer Service  
Brandon Birmingham, Information Systems Administrator  
Dylan Smith, IS Technician

Others Present: Ralph Copeland  
Gerald Schwartz, East Bay MUD  
Additional attendees online

### **ORDER OF BUSINESS**

#### **CALL TO ORDER / PLEDGE OF ALLEGIANCE**

##### **1. ROLL CALL**

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

2. **PUBLIC COMMENT**

There was no public comment.

3. **CONSENT AGENDA**

**MOTION:** Directors Thomas/Secada-Approved Consent Agenda Item:  
3a as presented

3a Report on the Monthly Investment Transactions for December 2022  
(Jeffrey Meyer, Director of Administrative Services)

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

4. **NEW BUSINESS**

4a Review and Acceptance of the FY 2022-23 Mid-Year Operating and Capital  
Improvement Program Budget Summary  
(Jeffrey Meyer, Director of Administrative Services)

**DISCUSSION:** Jeffrey Meyer presented the Fiscal Year 2022-23 Mid-Year Operating and Capital Improvement Program Budget summary. He reviewed the budget, expenses, and revenue activity through December 2022, and then projected the year-end expenditures through June 30, 2023. Although there are financial challenges ahead, he does not foresee the need to amend the FY 2022-23 Operating Budget. There was significant discussion on various budget items.

**PUBLIC COMMENT:** Ralph Copeland asked about how the \$29 million dollar loans taken last year shows in the budget.

4b Presentation on the District's new Smart Meter Portal  
(Jessica Self, External Affairs Manager)

**DISCUSSION:** Jessica Self presented the Smart Meter Portal and detailed all the information that a customer can view with it. She reviewed items of interest and answered questions from the Board.

**PUBLIC COMMENT:** There was no public comment.

5. **REPORTS**

5a General Manager's Report  
(Michael Minkler)

**DISCUSSION:** Mr. Minkler reported on the following activities: 1) storm damage evaluations that are currently underway; 2) a grant opportunity with Blue Mountain Energy; 3) work at the Copper Cove Wastewater Treatment Plant; 4) the LGI Homes development; 5) the CV Developers development; 6) the Legal Affairs Committee meeting is next week; 7) a Town Hall meeting in Valley Springs on February 16<sup>th</sup>; and 8) Director Secada was appointed to the Mountain Counties Governance Committee.

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

Director Underhill talked about the snow in Arnold and introduced Gerald Schwartz from East Bay MUD, who was in attendance.

Director Thomas discussed storm damage on his property.

Director Secada reported she attended the Engineering Committee meeting virtually and appreciated the information provided at the meeting.

Director Ratterman reported he will be absent for the February 8<sup>th</sup> Board meeting, asked about the upcoming CAMRA meeting, stated Mountain Counties was meeting on the 9<sup>th</sup>, the Legal Affairs meeting on the 31<sup>st</sup>, the Mountain Counties Water Use Efficiency meeting, the CCWD Winter Party on Friday, and he is a candidate for the ACWA JPIA Executive Committee.

**7. NEXT BOARD MEETINGS**

- Wednesday, February 8, 2023, 1:00 p.m., Regular Board Meeting
- Wednesday, February 22, 2023, 1:00 p.m., Regular Board Meeting

**8. CLOSED SESSION**

Closed session was cancelled.

- 8a Conference with Legal Counsel – Anticipated Litigation. Significant exposure to litigation pursuant to subdivision (d)(2) of Government Code section 54956.9. 1 potential case

**9. ADJOURNMENT**

With no further business, the meeting adjourned at 2:40 p.m.

Respectfully Submitted:

  
Michael Minkler  
General Manager

ATTEST:

  
Rebecca Hitchcock  
Clerk to the Board