

MINUTES

CALAVERAS COUNTY WATER DISTRICT REGULAR BOARD MEETING

SEPTEMBER 11, 2024

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

Directors Absent: Scott Ratterman, Director

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
John Coleman, Water Resources Manager
Jeffrey Meyer, Director of Administrative Services
Kelly Gerkenmeyer, External Affairs Manager
Jesse Hampton, Plant Operations Manager
Kevin Williams, Senior Civil Engineer
Mark Rincon-Ibarra, District Engineer
Juan Maya, Civil Engineer
Kate Jesus, Human Resources Technician*
Haley Airola, Engineering Coordinator*
Corinne Skrbina, Customer Service*
Robin Patolo, Customer Service*
Bana Rouson-Gedese, Water Resources Specialist*
Tiffany Burke, Operations Administrative Technician*
Kelly Soulier-Doyle, Accounting Technician*
Kylie Muetterties, Accountant*
Jared Gravette, Construction Inspector*

Others Present: Francisco de la Cruz*
Patrick Roy*
Michael Rodgers*

*Attended Virtually

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. Director Ratterman was absent.

2. **PUBLIC COMMENT**

Public comment was given by Francisco de la Cruz and Pat Roy.

3. **CONSENT AGENDA**

- 3a Approval of Minutes for the Board Meeting of August 28, 2024
(Rebecca Hitchcock, Clerk to the Board)
- 3b Review Board of Directors Monthly Time Sheets for August 2024
(Rebecca Hitchcock, Clerk to the Board)
- 3c Ratify Claim Summary #630 Secretarial Fund in the Amount of \$3,641,444.48 for
August 2024
(Jeffrey Meyer, Director of Administrative Services) **RES 2024-53**
- 3d Approval of Credit Adjustment for APN 023-051-013
(Kelly Richards, Business Services Manager) **RES 2024-54**

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

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

4. **NEW BUSINESS**

- 4a [Discussion/Action regarding an Amendment for Blackwater Engineering for Design of New Water Storage Tank in Wallace CIP#11083W](#)
(Kevin Williams, Senior Civil Engineer) **RES 2024-55**

MOTION: Directors Davidson/Underhill– Moved to approve Resolution No. 2024-55, Approving the Amendment to the Blackwater Engineering Contract to Include Engineering for Design of New Water Storage Tank in Wallace CIP#11083W as amended

DISCUSSION: Kevin Williams presented the proposed amendment to the Blackwater Contract including the change in the cost from what was included in the agenda package. The total cost of the project changed from \$365,063 to \$341,947.

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

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

5. **REPORTS**

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

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

PUBLIC COMMENT: Public comment was given by Pat Roy.

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

Mr. Minkler reported on the following activities: 1) the Engineering Committee meeting; 2) two lift stations are starting up in Copperopolis; 3) and the West Point Wilseyville Wastewater Treatment Consolidation project is wrapping up; 4) the Tyler software implementation; 5) the External Relations Committee meeting; 6) a meeting with Tyler Mayo at Blue Lake Springs; 7) the North Fork presentation at Union Public Utility District (UPUD); 8) discussions regarding an emergency intertie between CCWD and UPUD; 9) the NCPA negotiations; and 10) the Groundwater Sustainability Plan Update is now available for public comment.

6. BOARD REPORTS / INFORMATION / FUTURE AGENDA ITEMS

Director Underhill reported on an event she attended in Coulterville.

Director Davidson reported on a meeting he attended with SEIU and a recent social media post regarding CCWD's water quality.

Director Secada asked for quarterly grants updates to be presented to the Board.

Director Thomas reported on the misinformation contained in social media posts.

PUBLIC COMMENT: Public comment was given by Francisco de la Cruz and Pat Roy.

7. NEXT BOARD MEETINGS

- Wednesday, September 25, 2024, 1:00 p.m., Regular Board Meeting
- Wednesday, October 9, 2024, 1:00 p.m., Regular Board Meeting

8. CLOSED SESSION

The meeting adjourned into Closed Session at approximately 2:21 p.m. Those present were Board Members: Cindy Secada, Russ Thomas, Bertha Underhill, and Jeff Davidson; staff member Michael Minkler, General Manager; and General Counsel Matt Weber.

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

9. REPORTABLE ACTION FROM CLOSED SESSION

The Board reconvened into Open Session at approximately 3:27 p.m. There was no reportable action.

10. **ADJOURNMENT**

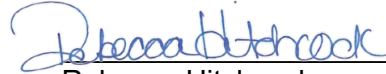
With no further business, the meeting adjourned at approximately 3:27 p.m.

By:



Michael Minkler
General Manager

ATTEST:



Rebecca Hitchcock
Clerk to the Board