



RESOLUTION NO. 2019-64
RESOLUTION NO. PFA-03
ORDINANCE NO. 2019-03

MINUTES

**CALAVERAS COUNTY WATER DISTRICT
REGULAR BOARD MEETING**

September 11, 2019

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

Staff Present: Michael Minkler, General Manager
Rebecca Hitchcock, Clerk to the Board
Damon Wyckoff, Director of Operations
Peter Martin, Interim Director of Administrative Services
Stacey Lollar, Human Resources Manager
Robbie Creamer, Engineering Analyst

Others Present: Vickey Mills

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. PUBLIC COMMENT

There was no public comment

3. CONSENT AGENDA

MOTION: Directors Davidson/Secada - Approved Consent Agenda Item: 3a and 3b as presented

3a Review Board of Directors Monthly Time Sheets for August, 2019.

3b Approval of Amendment of the Fiscal Year 2019-20 Personnel Allocation
(Stacey Lollar, Human Resources Manager) **RES 2019-64**

4. NEW BUSINESS

4a Discussion/Action Regarding Awarding and Authorizing a Construction Contract for the Jenny Lind (Kirby, Gabor, and Garner) Service Line Replacement Project, CIP #11066G
(Charles Palmer, District Engineer) **RES 2019-65**

MOTION: Directors Davidson/Underhill - Adopted Resolution 2019-65 Awarding and Authorizing a Construction Contract for the Jenny Lind (Kirby, Gabor, and Garner) Service Line Replacement Project, CIP # 11066G

DISCUSSION: Mr. Palmer presented the bid for the Jenny Lind Service Line Replacement Project. There was discussion on the scope of the project, the budgeting process, and the possibility of change orders. The Board would like staff to check project references on the awarded bidder since the District has not worked with them before.

PUBLIC COMMENT: There was no public comment.

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

4b Discussion/Action Regarding Amending the FY 2019-20 CIP Budget for the Jenny Lind Service Line Replacement Project (CIP#11066G)
(Peter Martin, Interim Director of Administrative Services) **RES 2019-66**

MOTION: Directors Ratterman/Underhill - Adopted Resolution 2019-66 Approving the Amendment the FY 2019-20 CIP Budget for the Jenny Lind Service Line Replacement Project (CIP#11066G)

DISCUSSION: There was no discussion on this item.

PUBLIC COMMENT: There was no public comment.

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

4c Accept and File the GASB 75 – Actuarial Valuation of Other Post-Employment Benefits and Actuarially Determined Contributions Report
(Peter Martin, Interim Director of Administrative Services)

MOTION: Directors Secada/Davidson – by Minute Entry, Approved and Accepted the District’s Actuarial Valuation of Other Post-Employment Benefits and Actuarially Determined Contributions Report

DISCUSSION: Mr. Martin presented the report and answered questions from the Board on the details. Director Secada would like to have the consultant, Nicolay Consulting Group give a presentation at a future Board Meeting to fully explain the report to the Board.

PUBLIC COMMENT: There was no public comment.

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

5. OLD BUSINESS

Nothing to report

6. REPORTS

6a Report on the August 2019 Operations Department
(Damon Wyckoff, Director of Operations)

DISCUSSION: Mr. Wyckoff presented the July 2019 monthly Operations report. 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 Manager Report

DISCUSSION: Mr. Minkler reported on the following activities: 1) the new Engineer, Kevin Williams started working with the District this week; 2) a current employee, Mike Crank has been hired as the new Purchasing Agent, effective October 1, 2019; 3) Reach 1 work stopped as of today since Mozingo pulled out for unknown reasons. There will be more information to come as soon as possible; 4) there is a Techite line leak in Big Trees Village which will require a Boil Water Advisory for approximately 130 customers; 5) there are meetings scheduled with the Army Corp of Engineers for the Section 219 Authorization and Section 214 Funding; 6) there is progress in the planning phase of the District Corp Yard; 7) the County has revised the Trenching Policy and it was discussed at the Quarterly Utilities meeting held yesterday; 8) he attended the State of the County event last week and is optimistic about working relationships with the County in the future; and 9) Mr. Minkler mentioned that he appreciates how hard staff has been working and he feels the District has a remarkable team in place.

7. BOARD REPORTS / INFORMATION / FUTURE AGENDA ITEMS

Director Underhill spoke about the State of Calaveras event and was impressed with the new CAO of the County. She also mentioned she is flabbergasted to hear about the Reach 1 Pipeline problem. She reported that the Volunteers for Outdoor California (V-O-CAL) are taking volunteers for a new Dragoon Gulch Trail in Sonora.

Director Rattman had nothing to report.

Director Secada attended a Department of Water Resources Pre-Application workshop. She also reported that work has begun on a bike lane in West Point.

Director Davidson would like information on the La Contenta Sewer capacity. He also mentioned that he may be absent for the October 9, 2019 meeting.

Director Thomas reported a tremendous amount of building happening in Copperopolis. He would also like information on capacity there. He added that the State of Calaveras event went very well.

8. NEXT BOARD MEETINGS

- Wednesday, September 25, 2019, 1:00 p.m., Regular Board Meeting
- Wednesday, October 9, 2019, 1:00 p.m., Regular Board Meeting

9. CLOSED SESSION

The meeting adjourned into Closed Session at approximately 2:10 p.m. Those present were Board Members: Russ Thomas, Bertha Underhill, Cindy Secada, Scott Ratterman, and Jeff Davidson; staff members Robbie Creamer, Engineering Analyst (for 9a and 9b), Michael Minkler, General Manager, and District Counsel, Matt Weber.

- 9a Conference with Real Property Negotiators
Government Code §54956.8
Property: APN 044-066-03, 15.8 acres San Andreas
District negotiators: Michael Minkler and Robert Creamer
Under negotiations: price and other terms
- 9b Conference with Real Property Negotiators Government Code §54956.8
Property: APN's 046-019-051, 073-042-127, and 073-042-129, Valley Springs.
District Negotiators: Michael Minkler and Robert Creamer
Under Negotiation: price and other terms
- 9c Conference with Legal Counsel – Potential Litigation Government Code §54956.9(d)(4) – 2 cases
- 9d Public Employee Performance Evaluation-Government Code §54957
General Manager

10. REPORTABLE ACTION FROM CLOSED SESSION

The Board reconvened into Open Session at approximately 4:35 p.m. There was no reportable action.

11. ADJOURNMENT

With no further business, the meeting adjourned at 4:37 p.m.

By:



Michael Minkler
General Manager

ATTEST:



Rebecca Hitchcock
Clerk to the Board