



MINUTES

CALAVERAS COUNTY WATER DISTRICT REGULAR BOARD MEETING

APRIL 12, 2023

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

Staff Present: Michael Minkler, General Manager
Matt Weber Esq, General Counsel
Rebecca Hitchcock, Clerk to the Board
Jeff Meyer, Director of Administrative Services
Stacey Lollar, Human Resources Manager
Jesse Hampton, Plant Operations Manager
Pat Burkhardt, Construction and Maintenance Manager
Brad Arnold, Water Resources Manager
Kelly Richards, Customer Service Supervisor
Kelly Gerkensmeyer, Water Resources Technician
Catherine Eastburn, Accountant
Kate Jesus, Engineering Coordinator
Kevin Williams, Senior Civil Engineer
Tiffany Burke, Administrative Technician Senior
Corrine Skrbina, Customer Service
Kate Darby, Customer Service
Carol Bowen, Customer Service

Others Present: Ralph Copeland

ORDER OF BUSINESS

CALL TO ORDER / PLEDGE OF ALLEGIANCE

1. ROLL CALL

President Ratterman called the Regular Board Meeting to order at 1:01 p.m. and led the Pledge of Allegiance. All Directors were present.

2. PUBLIC COMMENT

There was no public comment.

3. CONSENT AGENDA

**MOTION: Directors Secada/Thomas-Approved Consent Agenda Items:
3a, 3b, and 3c as presented**

- 3a Approval of Minutes for the Board Meeting of March 22, 2023
(Rebecca Hitchcock, Clerk to the Board)
- 3b Review Board of Directors Monthly Time Sheets for March 2023
(Rebecca Hitchcock, Clerk to the Board)
- 3c Ratify Claim Summary #613 Secretarial Fund in the Amount of \$3,738,724.33 for
March 2023
(Jeffrey Meyer, Director of Administrative Services) **RES 2023-17**

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

4. NEW BUSINESS

- 4a Discussion/Action regarding Rescinding Stage 2 Drought Mandatory Conservation
Measures
(Kelly Gerkenmeyer, Water Resources Specialist) **RES 2023-18**

DISCUSSION: Kelly Gerkenmeyer detailed the Executive Order that removed some emergency drought provisions that are no longer necessary due to current water conditions. He explained that some provisions remain to support regions still facing water supply challenges. The District will still encourage water conservation as it will be a way of life in California going forward. There was a brief discussion regarding the Executive Order.

PUBLIC COMMENT: There was no public comment.

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

- 4b Discussion/Action regarding approval of a Side Letter Agreement with the
Management and Confidential Unit
(Stacey Lollar, Human Resources Manager) **RES 2023-19**

DISCUSSION: Michael Minkler presented the various changes in the Management Confidential Unit Contract. He explained the need to increase the pay scale for the District Engineer by ten percent, the creation of a Business Services Manager, the consolidation of the Level 1 and Level 2 External Affairs Manager classifications, and the salary schedule correction for the Director of Operations. The Board asked a few questions regarding some of the items.

PUBLIC COMMENT: There was no public comment.

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

- 4c Discussion/Action regarding approval of a Side Letter Agreement with the SEIU Local 1021
(Stacey Lollar, Human Resources Manager) **RES 2023-20**

DISCUSSION: Michael Minkler detailed the requested change to the SEIU Local 1021 Contract. It would recognize temporary positions lasting longer than twelve months.

PUBLIC COMMENT: There was no public comment.

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

5. **REPORTS**

- 5a Report on the March 2022 Operations and Engineering Departments
(Damon Wyckoff, Director of Operations)

DISCUSSION: Mr. Wyckoff presented the March 2023 Monthly Operations and Engineering reports. He reviewed items of interest and answered questions from the Board.

PUBLIC COMMENT: There was no public comment.

- 5b General Manager's Report
(Michael Minkler)

DISCUSSION: Michael Minkler reported on the following items: 1) the ACWA State Legislation Symposium that focused on Water Rights Legislation and the Water Bond; 2) the Army Corps of Engineers funding for the Copper Cove Wastewater Treatment Plant improvements; 3) offers for the External Affairs Manager and District Engineer have been accepted; and 4) the rescheduling of the April Committee Meetings.

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

Director Underhill reported on the upcoming Ebbetts Pass Town Hall on April 18 and the White Pines Park Committee Meeting on April 17, 2023.

Director Secada reported she will be absent for the April 26, 2023, Board meeting.

Director Thomas asked about the potential May 10, 2023, Board meeting cancellation.

Director Davidson stated the District should reach out to Senator Mike McGuire since he is the Senate Majority Leader of the California State Senate.

Director Ratterman reported on the ACWA JPIA Property meeting, a meeting with Senator Alvarado-Gil's staff, the ACWA JPIA Executive Committee meeting, the video premier by UWPA and UPUD on May 4, 2023, at Ironstone Vineyards, and his nomination to the ACWA JPIA Executive Committee.

7. **NEXT BOARD MEETINGS**

- Wednesday, April 26, 2023 1:00 p.m., Regular Board Meeting
- Wednesday, May 10, 2023, 1:00 p.m., Regular Board Meeting

8. **CLOSED SESSION**

The meeting adjourned into Closed Session at approximately 2:23 p.m. Those present were Board Members: Scott Ratterman, Cindy Secada, Bertha Underhill, Russ Thomas, and Jeff Davidson; staff members Michael Minkler, General Manager; and Matt Weber, General Counsel.

- 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. **REPORTABLE ACTION FROM CLOSED SESSION**

The Board reconvened into Open Session at approximately 2:43 p.m. There was no reportable action.

10. **ADJOURNMENT**

With no further business, the meeting adjourned at 2:43 p.m.

Respectfully Submitted:



Michael Minkler
General Manager

ATTEST



Rebecca Hitchcock
Clerk to the Board