



MINUTES

CALAVERAS COUNTY WATER DISTRICT REGULAR BOARD MEETING

August 10, 2022

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

Staff Present: Michael Minkler, General Manager
Matt Weber Esq, General Counsel
Rebecca Hitchcock, Clerk to the Board
Damon Wyckoff, Director of Operations
Brad Arnold, Water Resources Manager
Jessica Self, External Affairs Manager
Kate Jesus, Engineering Coordinator
Pat Burkhardt, Construction and Maintenance Manager
Charles Palmer, District Engineer
Kelly Soulier-Doyle, Accounting Technician II
Kelly Richards, Customer Service Supervisor
Carol Bowen, Customer Service Representative
Jared Gravette, Construction Inspector Senior Supervisor

Others Present: None

ORDER OF BUSINESS

CALL TO ORDER / PLEDGE OF ALLEGIANCE

1. ROLL CALL

President Secada 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

Jim Davis addressed the Board regarding a high water bill due to a leak.

3. CONSENT AGENDA

MOTION: Directors Davidson/Underhill-Approved Consent Agenda Items:
3a, 3b, 3c, 3d, 3e, 3f, 3g, and 3h as presented

3a Approval of Minutes for the Board Meeting of July 13, 2022
(Rebecca Hitchcock, Clerk to the Board)

- 3a Review Board of Directors Monthly Time Sheets for July 2022
(Rebecca Hitchcock, Clerk to the Board)
- 3c Ratify Claim Summary #604 Secretarial Fund in the Amount of \$3,319,948.55 for July 2022
(Jeffrey Meyer, Director of Administrative Services) **RES 2022-87**
- 3d Re-Authorizing Remote Teleconference Meetings of the Board of Directors of The Calaveras County Water District for the Period of August 10 through September 7, 2022, Pursuant to AB 361
(Rebecca Hitchcock, Clerk to the Board) **RES 2022-88**
- 3e Approval of Credit Adjustment for APN 028-002-022
(Jessica Self, External Affairs Manager) **RES 2022-89**
- 3f Approval of Credit Adjustment for APN 711-04667-00
(Jessica Self, External Affairs Manager) **RES 2022-90**
- 3g Assignment to Eastside GSA Technical Advisory Committee for 2022
(Michel Minkler, General Manager)
- 3h Adoption of Fiscal Year 2022/2023 District Pay Schedule for CalPERS Compliance
(Stacey Lollar, Human Resources Manager) **RES 2022-91**

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

4. NEW BUSINESS

- 4a Presentation of 2022 High School Scholarship Awardees
(Jessica Self, external Affairs Manager)

DISCUSSION: Jessica Self reported on the Annual High School Senior Scholarship Program that the District awards each year. Four seniors were chosen for their essays submitted to CCWD and awarded \$500 each. High school seniors Karah Auld and Garrett Hesser from Calaveras High School and Dalaney Sullivan and Megan Johnson from Bret Harte High School were selected. Ms. Auld and Mr. Hesser were present and read their essays to the Board. The Board thanked them and wished them both well in their studies at college.

PUBLIC COMMENT: There was no public comment.

- 4b Discussion/Action Regarding Annual Resolution to Submit Delinquencies to County Tax Rolls
(Jeffrey Meyer, Director of Administrative Services) **RES 2022-92**

MOTION: Directors Davidson/Ratterman–Adopted Resolution No. 2022-92 Approving Submittal of Delinquencies to the County Tax Rolls

DISCUSSION: Jeffrey Meyer stated the total dollar amount of delinquent accounts was reduced from \$270,000 down to \$263,000 since the agenda package went out. Director Ratterman asked

for a discussion on creating a policy to bill all wastewater accounts from the tax rolls. There was brief discussion regarding billing options.

PUBLIC COMMENT: There was no public comment.

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

4c Discussion/Action regarding Approval for a Land Sale Agreement and a Lease Agreement with Blue Mountain Electric Company for West Point APN 012-011-014 (Jessica Self, external Affairs Manager)

- Approving the Land Purchase and Sale Agreement for APN 012-011-014
RES 2022-93

MOTION: Directors Davidson/Underhill–Adopted Resolution No. 2022-93 Approving the Land Purchase and Sale Agreement for APN 012-011-014

DISCUSSION: Jessica Self reviewed the history of the property located adjacent to the West Point wastewater treatment plant. Calaveras Healthy Impact Product Solutions, Inc. (CHIPS) purchased this property from CCWD with the intention of constructing a 3MW biomass energy facility, called Blue Mountain Electric Company Biomass (BMEC) Energy Facility. The project is designed to reduce catastrophic wildfire risk, improve watershed health, and improve regional air quality, and will directly support State and local plans and goals by creating permanent infrastructure to transform forest biomass into biochar and electricity. Over the past 10 years, CHIPS and BMEC have been working towards project development, focused on project design, partnership facilitation, environmental studies, use permits, air permits, and an interconnection agreement with PG&E. The project was awarded a \$1M CalFire grant as well as \$400,000 grant from the Sierra Nevada Conservancy that will help purchase equipment for the project. Project financing is anticipated to be complete in the 3rd quarter of 2022 with construction to begin in the Fall of 2022. CCWD has been supportive of the project for many years without being directly involved. Recently, CHIPS asked CCWD to buy back the property for \$142,500.00. CCWD owns all of the surrounding property where the West Point and Wilseyville wastewater treatment plants are located. CHIPS will remain a critical partner to the project as a fuel supply contractor. There was discussion regarding the project and the lease agreement.

PUBLIC COMMENT: There was no public comment.

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

- Approving the Lease Agreement for Blue Mountain Electric Company Energy Facility for APN 012-011-014.
RES 2022-94

MOTION: Directors Ratterman/Thomas–Adopted Resolution No. 2022-94 Approving the Lease Agreement for Blue Mountain Electric Company Energy Facility for APN 012-011-014 with the additional language recommended by Counsel

DISCUSSION: Director Thomas expressed concern over verbiage in the lease Section 17g stating the Lessor had to maintain insurance. He felt this could be confusing since the Lessee has to have insurance on the property. Matt Weber, General Counsel stated following should be added to this section to clarify: Any insurance carried by the Lessor will be secondary and the Lessee insurance shall be primary.

PUBLIC COMMENT: There was no public comment.

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

MOTION: Directors Ratterman/Underhill-By Minute Order Approved the Letter to the Lessee stating they can use the surrounding property

DISCUSSION: Michael Minkler explained the letter gives Lessee permission to use the remainder of the parcel pursuant to the terms of the lease agreement. Director Ratterman stated that many people such as Congressman McClintock are excited about this project.

PUBLIC COMMENT: Jill Micheau, Executive Director of CHIPS addressed the Board regarding her time at CHIPS and the project.

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

5. **REPORTS**

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

DISCUSSION: Mr. Wyckoff presented the July 2022 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: Mr. Minkler reported on the following activities: 1) the site work on the Corp Yard begins next week; 2) the CCWD Family Day picnic; 3) the 75th Birthday Party on August 25th from 4-6 p.m.; 4) Damon Wyckoff is actively engaged with ACWA on the Clean Fleets Carb Rule; 5) the Legal Affairs Committee meeting focused on SB 222 Low Income Rate Payers Program and AB 1717 Prevailing Wage; 6) ACCG's funding coordination meeting; 7) EGWSA met on Friday; 8) the drought and water rights; 9) Copperopolis community outreach; and 10) the disinfection bi-products exceedance in Ebbetts Pass.

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

Director Underhill would like to see presentations from other department heads at the District.

Director Ratterman reported UTICA was awarded a CalFire Grant worth 1.2 Million to thin the 220 acres near Hunter Dam, the Water, Wildfire, and Wine Program in Murphys on October 20, he will attend the CSDA Special District Leadership Academy, and the classes available to the District from ACWA JPIA.

Director Davidson had nothing to report.

Director Thomas reported that the previous President of ACWA, Jerry Gladbach passed away.

Director Secada reported she will attend the T-Stan IRWM next Wednesday and she will also be attending the CSDA Leadership Academy.

7. NEXT BOARD MEETINGS

- Wednesday, August 24, 2022, 1:00 p.m., Regular Board Meeting
- Wednesday, September 14, 2022, 1:00 p.m., Regular Board Meeting

8. ADJOURNMENT

With no further business, the meeting adjourned at 2:27 p.m.

Respectfully Submitted:



Michael Minkler
General Manager

ATTEST:



Rebecca Hitchcock
Clerk to the Board