



MINUTES

CALAVERAS COUNTY WATER DISTRICT REGULAR BOARD MEETING

JANUARY 10, 2024

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

Directors Absent: Bertha Underhill, Vice-President

Staff Present: Michael Minkler, General Manager
Matt Weber Esq, General Counsel
Dave Cameron, Special Counsel
Rebecca Hitchcock, Clerk to the Board
Damon Wyckoff, Director of Operations
Jeff Meyer, Director of Administrative Services
Stacey Lollar, Human Resources Manager
Mark Rincon Ibarra, District Engineer
Charles Palmer, Senior Civil Engineer
Juan Maya, Civil Engineer
Pat Burkhardt, Construction and Maintenance Manager
Kelly Richards, Customer Service Supervisor
Kelly Gerkenmeyer, External Affairs Manager
Kate Darby, Customer Service
Kevin Williams, Senior Civil Engineer
Dylan Smith, IT Technician
Corinne Skrbina, Customer Service
Kelly Soulier-Doyle, Accounting Tech
Tiffany Burke, Administrative Technician
Catherine Eastburn, Accountant

Others Present: Ralph Copeland
Francisco de la Cruz
Michael Rodgers
Bertha Underhill

ORDER OF BUSINESS

CALL TO ORDER / PLEDGE OF ALLEGIANCE

1. ROLL CALL

President Thomas called the Regular Board Meeting to order at 1:10 p.m. and led the Pledge of Allegiance. Director Underhill was absent.

2. PUBLIC COMMENT

Francisco de la Cruz addressed the Board regarding a letter he submitted to the Board via email regarding a District performance dashboard.

Bertha Underhill welcomed the new President of the Board.

3. CONSENT AGENDA

MOTION: Directors Ratterman/Davidson-Approved Consent Agenda Item: 3a, 3b, and 3c as presented.

- 3a Approval of Minutes for the Board Meetings of October 25, November 15, December 1, and December 13, 2023
(Rebecca Hitchcock, Clerk to the Board)
- 3b Review Board of Directors Monthly Time Sheets for December 2023
(Rebecca Hitchcock, Clerk to the Board)
- 3c Ratify Claim Summary #622 Secretarial Fund in the Amount of \$2,997,487.50 for December 2023
(Jeffrey Meyer, Director of Administrative Services) **RES 2024-01**

4. NEW BUSINESS

- 4a Recognition of Charles Palmer's Retirement after 20 Years with the District
(Mark Rincon-Ibarra, District Engineer) **RES 2024-02**

MOTION: Directors/Ratterman/Davidson-Adopted Resolution No. 2024-02-Recognizing Charles Palmer after 20 Years with the District.

DISCUSSION: The Board presented Mr. Palmer with a Resolution of Appreciation for his 20 years of dedication to the District upon his retirement. The Board all addressed Charles regarding the impact he has had on the County. Charles Palmer addressed the Board about his time at the District.

PUBLIC COMMENT:

Damon Wyckoff, Mark Rincon-Ibarra, Michael Minkler, Kevin Williams, Juan Maya, Kelly Gerkenmeyer, and Bertha Underhill all addressed the Board and Mr. Palmer, giving thanks and appreciation for his time with the District.

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

- 4b Discussion/Action regarding Assignments to District Committees of the Board and Representatives for Joint Powers Authorities for 2024
(Russ Thomas, Board President)

DISCUSSION: President Thomas announced his selection of the following committee and association assignments for 2024:

Engineering Committee	Thomas/Davidson (alt. Secada)
Finance Committee	Secada/Underhill (alt. Thomas)
Legal Affairs Committee	Ratterman/Davidson (alt. Thomas)
External Relations Committee	Underhill/Secada (alt. Underhill)

MOTION: Directors Ratterman/Davidson-by Minute Entry approved the slate of assignments to the Joint Power Authorities

DISCUSSION: There were no other nominations and there was no discussion on the matter.

ACWA/JPIA	Ratterman (alt. Michael Minkler)
CCWD Public Financing Authority	All Board Members
Calaveras-Amador Mokelumne River Authority (CAMRA)	Ratterman / Secada (alt: Michael Minkler)
Calaveras Public Power Agency (CPPA)	Michael Minkler (alt. Damon Wyckoff)
Eastern San Joaquin Groundwater Authority	Thomas (alt:)
Tuolumne-Stanislaus Integrated Regional Water Management Joint Powers Authority (T-Stan JPA)	Underhill (alt. Thomas)
Upper Mokelumne River Watershed Authority (UMRWA)	Davidson (alt. Ratterman)

PUBLIC COMMENT: Mike Rodgers asked if the list could be published, and the Board responded that the list is in every agenda package and is also on the website.

4c ACWA JPIA President’s Special Recognition Award
(Scott Ratterman, Director)

DISCUSSION: Director Ratterman presented the Board with the ACWA JPIA President’s Special recognition Award to the District for a low ratio of claims for Liability and Workers Compensation for the period of 2019-2022.

PUBLIC COMMENT: There was no public comment.

4d Update on Hydrological Conditions
(Kelly Gerkenmeyer, External Affairs Manager)

DISCUSSION: Kelly Gerkenmeyer gave a presentation on the current water and snow conditions compared to last year. There was discussion between the Board and Mr. Gerkenmeyer regarding the conditions.

PUBLIC COMMENT: There was no public comment.

6. REPORTS

6a Report on the December 2023 Operations Department
(Damon Wyckoff, Director of Operations)

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

PUBLIC COMMENT: There was no public comment.

6b General Manager’s Report
(Michael Minkler)

DISCUSSION: Michael Minkler reported on the following items: 1) yesterdays Engineering Committee meeting; 2) the District has hired an Engineering Coordinator after a long vacancy; 3) the External Relations Committee meeting presenters have made major improvements to the presentations; 4) the Water Use Efficiency reporting; 5) the Customer portal will go live this month; 6) the District has been doing lots of recruitments for vacant positions; and 7) budget development has begun.

7. BOARD REPORTS / INFORMATION / FUTURE AGENDA ITEMS

Director Ratterman reported on the MCWRA Carb meeting on Friday and the ACWA JPIA Risk Management meeting and Executive Committee.

Director Davidson had nothing additional to report.

Director Secada asked for the metrics item to be on the next agenda.

Director Thomas reported that the community members collecting recall signatures didn't seem interested in hearing the facts about the District.

8. NEXT BOARD MEETINGS

- Wednesday, January 24, 2024, 1:00 p.m., Regular Board Meeting
- Wednesday, February 14, 2024, 1:00 p.m., Regular Board Meeting

9. CLOSED SESSION

The meeting adjourned into Closed Session at approximately 2:49 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 Stacey Lollar, Human Resources Manager; and Matt Weber, General Counsel.

9a Government Code § 54957.6 Agency Negotiators: General Manager Michael Minkler, HR Manager Stacey Lollar regarding Negotiations with Employee Organization SEIU Local 1021 and Management and Confidential Unit

9b Conference with Legal Counsel – Anticipated Litigation. Significant exposure to litigation pursuant to subdivision (d)(2) of Government Code section 54956.9. - two potential cases

10. REPORTABLE ACTION FROM CLOSED SESSION

The Board reconvened into Open Session at approximately 4:08 p.m. There was no reportable action.

11. ADJOURNMENT

With no further business, the meeting adjourned at approximately 4:08 p.m.

By:


Michael Minkler
General Manager

ATTEST:


Rebecca Hitchcock
Clerk to the Board