



RESOLUTION NO. 2019-71
RESOLUTION NO. PFA-03
ORDINANCE NO. 2019-03

MINUTES

**CALAVERAS COUNTY WATER DISTRICT
REGULAR BOARD MEETING**

OCTOBER 23, 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
Stacey Lollar, Human Resources Manager
Peter Martin, Interim Director of Administrative Services
Damon Wyckoff, Director of Operations
Rebecca Callen, Director of Administrative Services
Joel Metzger, Manager of External Affairs

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.

2. PUBLIC COMMENT

There was no public comment

3. CONSENT AGENDA

MOTION: Directors Davidson/Underhill - Approved Consent Agenda Items: 3b and 3c as presented

3a Director Thomas pulled item 3a from the Consent Agenda
Accept the Report on the Monthly Investment Transactions for September, 2019
(Peter Martin, Interim Director of Administrative Services)

- 3b Approval of Board Meeting Schedule in November and December, 2019
(Michael Minkler, General Manager)
- 3c Acceptance and Transfer of Divisions 4 / Copperopolis Copper Hills Unit 2, Phase
A, Water and Wastewater Service Facilities Improvements Project, CCWD #01264
(Charles Palmer, District Engineer) **RES 2019-71**

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

OFF CONSENT AGENDA

MOTION: Directors Thomas/Ratterman – Approved Consent Item 3a as presented

DISCUSSION: Director Thomas was happy to see the Lehman Bros Holdings Account was now marked as “In Default”. He also mentioned the interest earnings of \$32.13 from the Wells Fargo Account. In addition, he thanked Mr. Martin for his hard work and efforts during his time as the Interim Director of Administrative Services. The other members of the Board echoed those sentiments.

PUBLIC COMMENT: There was no public comment.

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

4. NEW BUSINESS

- 4a* Resolution of Appreciation for Christopher Zanardi for his 30 years of Service with
CCWD
(Damon Wyckoff, Director of Operations) **RES 2019 - 72**

MOTION: Directors Ratterman/Davidson – Adopted Resolution No. 2019-72
**Recognizing CCWD Employee Christopher Zanardi for his 30 years of
service to the District**

DISCUSSION: President Thomas read the framed resolution commending Chris Zanardi for his 30 years of service to CCWD. Mr. Minkler and Mr. Wyckoff added their thanks to Mr. Zanardi for his hard work and dedication to the District.

PUBLIC COMMENT: There was no public comment.

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

- 4b Discussion/Direction Regarding USDA Rural Development Utilities Service Grant/Loan Award and Letter of Conditions for Proposed Districtwide Automatic Metering Project , CIP No. 11096
(Peter Martin, Interim Director of Administrative Services)

DISCUSSION: Mr. Martin gave a PowerPoint presentation on the proposed Districtwide Automatic Metering Project, CIP No.11096. He explained that the District received a Letter of Conditions from USDA Rural Development that outlined the terms of the grant/loan offer. The letter stated that funds have been obligated to the project and the offer of a \$1 million dollar grant is conditioned on the acceptance of the \$5 million dollar loan component. He reviewed the benefits of the project to customer service and water conservation as well as the financial considerations. He added that the project would need to be completed within five years. There was significant discussion on the pros and cons of the grant and the possibility of the District self-funding the project. The Board gave direction for staff to bring this item to the Engineering Committee with some budget refinements and the USDA bidding requirements. The Board would like to know if the project has to be contracted out or if it can be completed internally.

PUBLIC COMMENT: Vicky Mills addressed the Board regarding the disbursement of a USDA Grant and the cost versus benefits of the project. She also thinks the schedule should be adjusted to have meters replaced in West Point first.

5. **OLD BUSINESS**

- 5a Review of the District's Public Safety Power Shutoff Emergency Action Plan Implementation
(Damon Wyckoff, Director of Operations)

DISCUSSION: Mr. Wyckoff discussed the results of the PSPS implementation of Oct 7-11. He reviewed the events and lessons learned during the shutdown. He also disclosed that the total cost of the power shut down was approximately \$85,000. Mr. Minkler added how well the action plan created by Damon Wyckoff and his field crew worked. The District was well prepared for the shut down and it enabled the failures encountered to be addressed quickly. There was significant discussion on the cost of the shut down and how the District can recover the cost if at all.

6. **REPORTS**

- 6a General Manager Report

DISCUSSION: Mr. Minkler reported on the following activities: 1) the District's PSPS response; 2) the trip to Washington, D.C. for legislative meetings. The two biggest deliverables are letters of support from Congressman McClintock and Congressman Garamendi for the District's \$1.1 million request for the Tertiary Plant in Copperopolis. Overall they were able to bring a lot of attention to the project; and 3) he introduced Rebecca Callen, Director of Administrative Services to the Board.

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

Director Secada reported that she attended the CAMRA meeting as an alternate to Director Ratterman. She also reported that she will not be in attendance at the next Board meeting since she will be at a conference that week.

Director Davidson reported on the Washington, D.C trip. He felt the meetings with Senator Harris and Senator Feinstein's offices were very positive.

Director Ratterman reported on the Washington, D.C trip. The Army Corp of Engineers has \$70 million in funding and the District is asking for \$1.1 Million dollars for a Tertiary Project in Copper Cove to be done within one year. He applauded Mia O'Connell for her knowledge and planning. He also reported that he is now a member of the ACWA JPIA Property Committee.

Director Underhill asked about a Board retreat. She also mentioned that the White Pines Park Committee would like to expand the beach and provided a proposal to Mr. Minkler.

Director Thomas reported that Senator Borgeas will be using the CCWD Boardroom for a meet and greet on Friday October 25th.

8. NEXT BOARD MEETINGS

- Wednesday, November 13, 2019, 9:00 a.m., Regular Board Meeting (*Please note new time*)
- Wednesday, November 27, 2019, 9:00 a.m., Regular Board Meeting (*Proposed cancellation*)

9. ADJOURNMENT

With no further business, the meeting adjourned at 3:10 p.m.

By:



Michael Minkler
General Manager

ATTEST:



Rebecca Hitchcock
Clerk to the Board