



MINUTES

CALAVERAS COUNTY WATER DISTRICT REGULAR BOARD MEETING

NOVEMBER 13, 2024

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

Directors Absent: Russ Thomas, President

Staff Present: Michael Minkler, General Manager
Matt Weber Esq, General Counsel
Rebecca Hitchcock, Clerk to the Board
Damon Wyckoff, Director of Operations
Pat Burkhardt, Construction and Maintenance Manager
Jeffrey Meyer, Director of Administrative Services
Kelly Gerkenmeyer, External Affairs Manager
Kevin Williams, Senior Civil Engineer
Jesse Hampton, Plant Operations Manager
Kate Jesus, Human Resources Technician*
Haley Airola, Engineering Coordinator*
Corinne Skrbina, Customer Service*
Robin Patolo, Customer Service*
Bana Rouson-Gedese, Water Resources Specialist*
Tiffany Burke, Operations Administrative Technician*
Kelly Soulier-Doyle, Accounting Technician*
Michael Bear, Accountant*
Kylie Muetterties, Accountant*
Many other staff members attended for Item 4a

Others Present Scott and Wendy Lunsford
Francisco de la Cruz*
Mike Rogers*
Pat Roy*

*Attended Virtually

ORDER OF BUSINESS

CALL TO ORDER / PLEDGE OF ALLEGIANCE

1. ROLL CALL

President Thomas called the Regular Board Meeting to order at 1:03 p.m. and led the Pledge of Allegiance. Director Davidson was absent.

2. PUBLIC COMMENT

Public comment was provided by Francisco de la Cruz.

3. CONSENT AGENDA

- 3a Approval of the Minutes for the Board Meeting of October 23, 2024
(Rebecca Hitchcock, Clerk to the Board)
- 3b Review Board of Directors Monthly Time Sheets for October 2024
(Rebecca Hitchcock, Clerk to the Board)
- 3c Ratify Claim Summary #632 Secretarial Fund in the Amount of \$3,210,226.25
for October 2024
(Jeffrey Meyer, Director of Administrative Services) **RES 2024-58**

MOTION: Director Secada/Underhill Moved to Approve the Consent Agenda Items 3a, 3b, and 3c as presented.

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

4. NEW BUSINESS

- 4a [Appreciation Resolution Honoring Scott Lunsford for 25 Years of Dedicated Service with CCWD](#) **RES 2024-59**
(Damon Wyckoff, Director of Operations)

DISCUSSION: Damon Wyckoff presented the resolution honoring Scott Lunsford for his 26 years of service to the District. He spoke fondly about working with Mr. Lunsford over the years.

PUBLIC COMMENT: Public comments were provided by Bertha Underhill, Kelly Gerkenmeyer, Ron Rose, Michael Minkler, Cindy Secada, Russ Thomas, Scott Ratterman, and Scott Lunsford.

MOTION: Director Underhill/Secada Moved to approve Resolution No. 2024-59, Honoring Scott Lunsford for 25 years of service with CCWD.

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

- 4b [Discussion/Action to Approve the Budgeted Purchase of a Water Truck](#)
(Damon Wyckoff, Director of Operations)

MOTION: Directors Ratterman/Underhill– Moved by Minute Entry Approving the Purchase of a Water Truck

DISCUSSION: Damon Wyckoff presented a purchase request for a water truck totaling \$141,778.34. He outlined the District's needs and noted that this purchase was accounted for in the 2024-25 budget. He responded to questions from the Board.

PUBLIC COMMENT: Public comment was provided by Michael Rogers.

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

RECESS was called at 1:46 p.m. **SESSION RESUMED** at 1:54 p.m.

5. **REPORTS**

5a [October 2024 Operations Department Report](#)
(Damon Wyckoff, Director of Operations)

DISCUSSION: Damon Wyckoff presented the October 2024 Monthly Operations report. He reviewed items of interest and answered questions from the Board.

PUBLIC COMMENT: Public comments were provided by Francisco de la Cruz and Pat Roy.

5b [External Affairs Report](#)
(Kelly Gerkenmeyer, External Affairs Manager)

DISCUSSION: Kelly Gerkenmeyer presented a report on recent External Affairs activities. He reviewed items of interest and answered questions from the Board.

PUBLIC COMMENT: Public comment was provided by Francisco de la Cruz.

5c [General Manager's Report](#)
(Michael Minkler)

Mr. Minkler reported on the following activities: 1) introduced Greg Stangle from Phoenix Energy who gave a brief update on their project; 2) Washington D.C. Legislative meetings in November; 3) Calaveras County has several projects going through FERC Relicensing for the next ten years; 4) the NCPA Emergency Action Plan Seminar; 5) the All Employee meeting; 6) the Real Estate Ad hoc Committee meeting; 7) the Army Corp of Engineers funding; 8) the Mountain Counties Water Resources Association (MCWRA) Water Forum meeting; 9) the Tyler software implementation; 10) the Calaveras River Watershed Project; 11) the Groundwater Sustainability Plan Update; and 12) a recruitment update.

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

Director Underhill reported on her attendance at the Tuolumne Utilities District Board meeting and Barbara Baylen is moving and resigned as District 3 Director.

Director Ratterman had nothing to report.

Director Secada reported that the next Finance Committee meeting will be December 17th.

Director Thomas reported he would be attending the Washington D.C. Legislative visits the week of November 18th and the ACWA Conference beginning December 3rd.

7. NEXT BOARD MEETINGS

- Wednesday, December 11, 2024, 1:00 p.m., Regular Board Meeting
- Wednesday, December 25, 2024 – Cancelled

8. CLOSED SESSION

The meeting adjourned into the Closed Session at approximately 3:23 p.m. Those present were Board Members: Scott Ratterman, Cindy Secada, Bertha Underhill, and Russ Thomas; staff members Michael Minkler, General Manager; Stacey Lollar (for item 8a); and Kelly Gerkenmeyer (for item 8c); and General Counsel Matt Weber.

- 8a 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
- 8b Conference with Legal Counsel-Existing Litigation. Government Code 54956.9(d)(1) *Pacific Gas and Electric Company v. Tan Property Investment, LLC et al.* Calaveras County Superior Court Case Number 24CV47680
- 8c Conference with Legal Counsel – Anticipated Litigation. Significant exposure to litigation pursuant to subdivision (d)(2) of Government Code section 54956.9 - two potential cases

9. REPORTABLE ACTION FROM CLOSED SESSION

The Board reconvened into Open Session at approximately 4:30 p.m. There was no reportable action.

10. ADJOURNMENT

With no further business, the meeting adjourned at approximately 4:30 p.m.

By:



Michael Minkler
General Manager

ATTEST:



Rebecca Hitchcock
Clerk to the Board