

## MINUTES

### CALAVERAS COUNTY WATER DISTRICT REGULAR BOARD MEETING

FEBRUARY 28, 2024

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

Directors Absent: Scott Ratterman, Director

Staff Present: Michael Minkler, General Manager  
Matt Weber Esq, General Counsel  
Rebecca Hitchcock, Clerk to the Board  
Damon Wyckoff, Director of Operations  
Stacey Lollar, Human Resources Manager\*  
Kate Jesus, Human Resources Technician\*  
Dylan Smith, Information Systems Administrator\*  
Mark Rincon Ibarra, District Engineer  
Haley Airola, Engineering Coordinator\*  
Kelly Richards, Customer Service Supervisor  
Kelly Gerkensmeyer, External Affairs Manager  
Robin Patolo, Customer Service\*  
Corinne Skrbina, Customer Service\*

Others Present: Al Segalla  
Francisco de la Cruz  
John Coleman\*  
Michael Rogers\*  
Scott Ratterman\*

### **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. Director Ratterman was absent.

**2. PUBLIC COMMENT:** Members of the public were able to provide oral comments in-person or virtually using Teams during the meeting.

No public comment was heard.

3. **CONSENT AGENDA**

- 3a Report on the Monthly Investment Transactions for January 2024  
(Jeffrey Meyer, Director of Administrative Services)

**MOTION:** Director Secada moved to approve the Consent Agenda as presented. Director Davidson seconded the motion, and it was approved (4-0).

**PUBLIC COMMENT** Public comment was given by Francisco de la Cruz.

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

4. **NEW BUSINESS**

- 4a [Presentation of a Resolution Honoring Dylan Cuneo and the Retirement of his Truck Radio Number](#)  
(Damon Wyckoff, Director of Operations) **RES 2024-12**

**DISCUSSION:** Damon Wyckoff, Director of Operations, presented the Resolution honoring Dylan Cuneo and retiring his truck radio number.

**PUBLIC COMMENT:** Public comment was given by Mitzi Cuneo.

**MOTION:** Director Davidson moved to adopt Resolution No. 2024-12 Presentation of a Resolution Honoring Dylan Cuneo and retiring his truck radio number, Director Underhill seconded the motion, and it was approved (4-0).

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

**RECESS** was called at 1:10 p.m. **SESSION RESUMED** at 1:15 p.m.

**Items 4b, 4c, and 4d were tabled for future discussion at the March 13<sup>th</sup> Board Meeting**

- 4b Discussion/Action Regarding the Audited Financial Statements for the Fiscal Year Ending June 30, 2023, by Richardson & Company, LLP  
(Jeffrey Meyer, Director of Administrative Services)
- 4c Discussion/Direction Regarding the Audited Financial Statements and Management Letter for the Fiscal Year Ending June 30, 2023, by Richardson & Company, LLP  
(Jeffrey Meyer, Director of Administrative Services)
- 4d Discussion/Action Regarding the Mid-Year FY 2023-24 Operating and Capital Improvement Program Budgets  
(Jeffrey Meyer, Director of Administrative Services) **RES 2024-\_\_\_\_\_**

## 5. **REPORTS**

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

**DISCUSSION:** Michael Minkler reported on the following items: 1) the work going into the request for Army Corp Federal Funding for Copper Cove; 2) A meeting with the Teresa Hitchcock, County CEO, regarding SB 552 Drought Taskforce; 3) the Jenny Lind A-B bids came in under budget; 4) the External Relations Committee meeting; 5) the Finance Committee meeting; 6) the Engineering Committee meeting; 7) the CAMRA meeting; 8) the Engineering team, Operations teams, and Inspection met with the Poker Flat HOA regarding the work in Copperopolis; 9) CCWD, UPUD, UTICA, and the City of Angels camp met regarding Highway 4 Corridor water planning and grants; 10) Administrative Service is currently short staffed but two new accountants will be starting work on Friday; 11) budget development; and 12) discussions about agriculture customers with UPUD.

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

Director Secada requested the Chairperson of each Committee should provide report outs to the Board. She also commented on the progress made at the Engineering Committee.

Director Underhill reported on the watershed framework network.

Director Davidson would like to speak with staff regarding the Wallace noise complaint.

Director Thomas reported on the Copper Cove Water Treatment Plant tour. He also brought up Director Compensation and would like to revisit the policy.

**PUBLIC COMMENT:** Public comment was given by Al Segalla.

## 7. **NEXT BOARD MEETINGS**

- Wednesday, March 13, 2024, 1:00 p.m., Regular Board Meeting
- Wednesday, March 27, 2024, 1:00 p.m., Regular Board Meeting

## 8. **CLOSED SESSION**

The meeting adjourned into Closed Session at approximately 1:52 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. - three potential cases
- 8b Public Employee Performance Evaluation-Government Code §54957  
General Manager

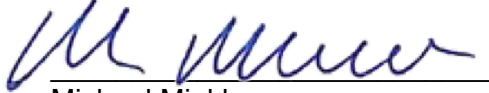
## 9. **REPORTABLE ACTION FROM CLOSED SESSION**

The Board reconvened into Open Session at approximately 3:47 p.m. There was no reportable action.

10. **ADJOURNMENT**

With no further business, the meeting adjourned at approximately 3:47 p.m.

By:



Michael Minkler  
General Manager

ATTEST:



Rebecca Hitchcock  
Clerk to the Board