



## MINUTES

### CALAVERAS COUNTY WATER DISTRICT REGULAR BOARD MEETING

JULY 10, 2024

- Directors Present: Russ Thomas President  
Bertha Underhill, Vice-President  
Scott Ratterman, Director  
Cindy Secada, 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  
John Coleman, Water Resources Manager  
Jeffrey Meyer, Director of Administrative Services  
Stacey Lollar, Human Resources Manager\*  
Kate Jesus, Human Resources Technician\*  
Haley Airola, Engineering Coordinator\*  
Kelly Richards, Business Services Manager\*  
Dylan Smith, IT Administrator\*  
Corinne Skrbina, Customer Service\*  
Michael Bear, Accountant\*  
Kylie Muetterties, Accountant\*  
Kelly Soulier-Doyle, Accounting Technician\*  
Bana Rouson-Gedese, Water Resources Specialist\*  
Tiffany Burke, Operations Administrative Technician\*
- Others Present: Andrew Brown, Director - PFM Asset Management LLC  
Ryan Nicasio, Senior Vice President - PARS  
Al Segalla, TCTA  
Michael Rodgers\*

\*Attended Virtually

### **ORDER OF BUSINESS**

#### **CALL TO ORDER / PLEDGE OF ALLEGIANCE**

##### **1. ROLL CALL**

President Thomas called the Regular Board Meeting to order at 1:01 p.m. and led the Pledge of Allegiance. All Directors were present.

##### **2. PUBLIC COMMENT**

Public comment was given by Al Segalla.

3. **CONSENT AGENDA**

3a Approval of Minutes for the Board Meeting of June 12, 2024  
(Rebecca Hitchcock, Clerk to the Board)

3b Review Board of Directors Monthly Time Sheets for June 2024  
(Rebecca Hitchcock, Clerk to the Board)

***Director Secada pulled Item 3c from the Consent Agenda***

3c Ratify Claim Summary #628 Secretarial Fund in the Amount of \$3,165,604.73 for  
June 2024  
(Jeffrey Meyer, Director of Administrative Services) **RES 2024-\_\_\_\_\_**

**MOTION:** Director Secada moved to approve the Consent Agenda Items 3a and 3b as presented and Director Ratterman seconded the motion.

**AYES:** Directors Secada, Ratterman, Underhill, Davidson, and Thomas

**NOES:** None

**ABSTAIN:** None

**ABSENT:** None

**OFF CONSENT AGENDA**

3c ***Director Secada pulled Item 3c from the Consent Agenda***  
[Ratify Claim Summary #628 Secretarial Fund in the Amount of \\$3,165,604.73 for June 2024](#)  
(Jeffrey Meyer, Director of Administrative Services) **RES 2024-44**

**DISCUSSION:** Director Secada asked questions about various payments listed on the Claim Summary.

**MOTION:** Director Secada moved to approve the Consent Agenda Item 3c as presented and Director Underhill seconded the motion.

**PUBLIC COMMENT:** No public comment was heard.

**AYES:** Directors Secada, Underhill. Ratterman, Davidson, and Thomas

**NOES:** None

**ABSTAIN:** None

**ABSENT:** None

4. **NEW BUSINESS**

4a [Presentation of District's Retiree Health Trust Fund and Investment Strategies](#)  
(Jeffrey Meyer, Director of Administrative Services)

**DISCUSSION:** Jeffrey Meyer, Andrew Brown, PFM Asset Management, and Ryan Nicasio, PARS gave presentations to the Board regarding various investment strategies for the District's Retiree Health Trust Fund. They responded to questions from the Board.

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

This item was for information only; no action was taken.

- 4b [Discussion/Action regarding a Budget Adjustment PBI Engineering Consultants Copper Cove Clearwell and B Tank CIP #11083C](#)  
(Kevin Williams, Senior Civil Engineer) **RES 2024-45**

**DISCUSSION:** Kevin Williams presented the proposed amendment to the PBI contract for construction management and special inspection tasks. He responded to questions from the Board.

**MOTION:** Director Davidson moved to approve the Amendment to the PBI Engineering Consultants Copper Cove Clearwell and B Tank CIP #11083C and Director Underhill seconded the motion.

**PUBLIC COMMENT:** No public comment was heard.

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

- 4c [Discussion/Action regarding La Contenta WWTP Improvements Engineering Design Consultant Selection for the Biolac and Clarifier Improvements CIP#15097](#)  
(Kevin Williams, Senior Civil Engineer) **RES 2024-46**

**DISCUSSION:** Kevin Williams presented the bid proposals for the La Contenta Waste Water Treatment Plant Biolac and Clarifier Improvements. He responded to questions from the Board.

**MOTION:** Director Ratterman moved to approve the contract with Hydrosience for Design and Engineering Services related to the La Contenta WWTP Biolac and Clarifier Improvements, CIP #15097 and Director Davidson seconded the motion.

**PUBLIC COMMENT:** No public comment was heard.

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

## 5. REPORTS

- 5a [Report on the June 2024 Operations Department](#)  
(Damon Wyckoff, Director of Operations)

**DISCUSSION:** Michael Minkler answered questions from the Board.in Mr. Wyckoff's absence.

**PUBLIC COMMENT:** No public comment was heard.

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

Mr. Minkler reported on the following activities: 1) the new District website; 2) the Climate Change Resilience Bond; 3) the new Making Conservation a Way of Life legislation; 4) Steve Williams is the

new interim City Administrator for the City of Angels Camp; 5) the Calaveras Public Power Authority (CPPA) meeting on Wednesday morning; 6) the Calaveras-Amador Mokelumne River Authority (CAMRA) meeting on Wednesday afternoon.

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

Director Underhill reported on the 4<sup>th</sup> of July Parade in Arnold.

Director Ratterman reported on the upcoming Mountain Counties Water Resources Association (MCWRA) Placer County Water Agency (PCWA) Tour and the legislative tour on October 3 and October 4 with Senator Alvarado-Gil.

Director Davidson had nothing to report.

Director Secada reported on the Finance Committee meeting Tuesday.

Director Thomas reported on the Real Estate Review ad hoc meeting.

**7. NEXT BOARD MEETINGS**

- Wednesday, July 24, 2024, 1:00 p.m., Regular Board Meeting
- Wednesday, August 14, 2024, 1:00 p.m., Regular Board Meeting

**8. CLOSED SESSION**

The meeting adjourned into Closed Session at approximately 2:39 p.m. Those present were Board Members: Scott Ratterman, Cindy Secada, Bertha Underhill, Russ Thomas, and Jeff Davidson; Michael Minkler, General Manager; and General Counsel Matt Weber, via teleconference.

- 8a Conference with Legal Counsel – Anticipated Litigation. Significant exposure to litigation pursuant to subdivision (d)(2) of Government Code section 54956.9. - two potential case

**9. REPORTABLE ACTION FROM CLOSED SESSION**

The Board reconvened into Open Session at approximately 3:12 p.m. There was no reportable action.

**10. ADJOURNMENT**

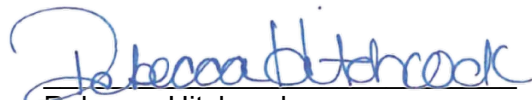
With no further business, the meeting adjourned at approximately 3:12 p.m.

By:



Michael Minkler  
General Manager

ATTEST:



Rebecca Hitchcock  
Clerk to the Board