



RESOLUTION NO. 2021-58  
RESOLUTION NO. PFA-02  
ORDINANCE NO. 2021-01

## MINUTES

### CALAVERAS COUNTY WATER DISTRICT REGULAR BOARD MEETING

AUGUST 11, 2021

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

Staff Present: Michael Minkler, General Manager  
Rebecca Hitchcock, Clerk to the Board  
Stacey Lollar, Human Resources Manager  
Rebecca Callen, Director of Administrative Services  
Damon Wyckoff, Director of Operations  
Jessica Self, External Affairs Manager  
Brad Arnold, Manager of Water Resources  
Charles Palmer, District Engineer  
Kevin Williams, Civil Engineer, Sr.  
Sam Singh, Engineering Technician, Sr.  
Kate Jesus, Engineering Coordinator  
Tiffany Burke, Administrative Technician Sr.

Others Present: Brad Wolfman  
Dave Fleming  
Pete Fleming  
Michelle Fleming  
Jennifer Smith  
Ralph Copeland

### ORDER OF BUSINESS

#### CALL TO ORDER / PLEDGE OF ALLEGIANCE

##### 1. ROLL CALL

President Davidson called the Regular Board Meeting to order at 1:02 p.m. and led the Pledge of Allegiance.

##### 2. PUBLIC COMMENT

Brad Wolfman addressed the board regarding the need for the District to put the Slurry Line water line into service.

Dave Fleming addressed the Board regarding the need for the District to put the Slurry Line water line into service.

Pete Fleming addressed the Board regarding the need for the District to put the Slurry Line water line into service.

Jennifer Smith addressed the Board regarding the need for the District to put the Slurry Line water line into service.

### 3. CONSENT AGENDA

**MOTION: Directors Ratterman/Thomas–Approved Consent Agenda Items: 3a, 3c, 3e and 3f as presented.**

3a Approval of Minutes for the Board Meeting of July 14, 2021  
(Rebecca Hitchcock, Clerk to the Board)

***Director Ratterman pulled Item 3b from the Consent Agenda***

3b Correction to Design Services Contract Resolution for the Arnold Secondary Clarifier and Wastewater Treatment Plant Improvement Project, CIP 15095  
(Damon Wyckoff, Director of Operations) **RES 2021-\_\_\_\_\_**

3c Ratify Claim Summary #593 Secretarial Fund in the Amount of \$2,361,230.09 for July 2021  
(Rebecca Callen, Director of Administrative Services) **RES 2021-58**

***Director Thomas pulled Item 3d from the Consent Agenda***

3d Report on the Write-Off of Uncollectible Accounts Receivable for the period of December 1, 2020, through June 30, 2021  
(Rebecca Callen, Director of Administrative Services)

3e Adoption of Fiscal Year 2021/2022 District Pay Schedule for CalPERS Compliance  
(Stacey Lollar, Human Resources Manager) **RES 2021-59**

3f Report on the Monthly Investment Transactions for June 2021  
(Rebecca Callen, Director of Administrative Services)

**PUBLIC COMMENT:** There was no public comment.

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

**NOES:** None

**ABSTAIN:** None

**ABSENT:** Director Secada

### OFF CONSENT AGENDA

***Director Ratterman pulled Item 3b from the Consent Agenda***

3b Correction to Design Services Contract Resolution for the Arnold Secondary Clarifier and Wastewater Treatment Plant Improvement Project, CIP 15095  
(Damon Wyckoff, Director of Operations) **RES 2021-60**

**MOTION: Directors Ratterman/Thomas–Adopted Resolution No. 2021-60- Approving the Correction to the Design Services Contract Resolution for the Arnold Secondary Clarifier and Wastewater Treatment Plant Improvement Project, CIP 15095**

**DISCUSSION:** Director Ratterman asked for clarification on the typo in the resolution previously adopted. Mr. Wyckoff stated that at the June 23, 2021, Regular Board of Directors meeting, Resolution 2021-47 was unanimously passed and adopted by the Board. After further review by staff, it was discovered that the contract amount noted in the resolution was incorrect. The correct contract amount is \$378,951 as stated in the agenda item report and communicated to the Board but there was a typo on the Resolution of \$346,928.

**PUBLIC COMMENT:** There was no public comment.

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

***Director Thomas pulled Item 3d from the Consent Agenda***  
3d Report on the Write-Off of Uncollectible Accounts Receivable for the period of December 1, 2020, through June 30, 2021  
(Rebecca Callen, Director of Administrative Services)

**DISCUSSION:** Director Thomas asked why so many accounts listed have the exact same uncollectible amounts. Ms. Callen responded that many have the same amount because that is the base rate with no additional consumption. Director Ratterman asked if these items could be submitted to the tax rolls. Ms. Callen responded that they could not since they were all sold properties and would have different homeowners.

**PUBLIC COMMENT:** There was no public comment.

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

**4. NEW BUSINESS**

4a Discussion/Direction regarding the Fourth Quarter Investment Reports  
(Rebecca Callen, Director of Administrative Services)

**DISCUSSION:** Ms. Callen presented the cash and investment balances at the end of Q3 and Q4, along with the change in each asset classification's respective balances. There was discussion between Ms. Callen and the Board regarding the investments.

**PUBLIC COMMENT:** There was no public comment.

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

**Director Secada arrived at 1:23 p.m.**

4b Discussion/Action regarding Annual Resolution to Submit Delinquencies to County Tax Rolls  
(Rebecca Callen, Director of Administrative Services) **RES 2021-61**

**MOTION: Directors Ratterman/Secada Adopted Resolution No. 2021-61- Approving Submittal of Delinquencies to the County Tax Rolls**

**DISCUSSION:** Ms. Callen explained that staff is requesting that the Board of Directors approve the attached list of delinquent utility service accounts between May 2020 and April 2021 for submission to the Calaveras County Tax Collector to be placed on the tax rolls. This is an annual resolution, which aids the District in the collection of these delinquent accounts when other collection efforts have been unsuccessful. The account delinquencies increased dramatically given COVID restrictions handed down from the state. Staff are also meeting with County staff to identify grant funding for current and future delinquency impacts. This may come in the form of utility bill relief for lower income customers and property owners who have included utilities in their rents to tenants that are delinquent this past fiscal year and going into 2022. Staff are working to ensure rate payers have access to any financial assistance that may be available to them. At the same time, the tax roll is the most efficient and effective way for the District to collect arrearages and minimize the amount of debt that must be discharged. Staff recommend adoption of the resolution to send delinquent debt to the tax roll in conjunction with ongoing efforts to ensure this action does not disqualify rate payers from other financial assistance programs. There was significant discussion about the programs and how to proceed.

**PUBLIC COMMENT:** There was no public comment.

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

**RECESS** was called at 2:05 p.m. **SESSION RESUMED** at 2:12 p.m.

4c Discussion/Action regarding Rescinding CalPERS Retiree Health Vesting Schedule Section 22893 and Establishing a PEMCHA Minimum (Stacey Lollar, Human Resources Manager)

Rescinding Public Agency Vesting under Section 22893 of the Public Employees' Medical and Hospital Care Act with respect to a Recognized Employee Organization

- Group 001 Board of Directors **RES 2021-62**
- Group 003 Office and Field Employees **RES 2021-63**
- Group 004 Management and Confidential Employees **RES 2021-64**
- Group 005 General Manager **RES 2021-65**

Establish PEMCHA Minimum Equal Amount for Employees and Annuitants **RES 2021-66**

**MOTION: Directors Thomas/Ratterman Adopted Resolutions 2021-62, 2021-63, 2021-64, 2021-65, and 2021-66 in one unified motion.**

**DISCUSSION:** Ms. Lollar reviewed the history of the Retiree Health benefit for District employees. In the late 1990's the District began offering retiree health coverage to employees and their dependents. The employee was required to work for the District for a minimum of five years and retire from the District. In August 2001 the District adopted the health vesting schedule under government code section 22893 with CalPERS. Under the CalPERS 22893 vesting schedule an employee is required to work a minimum of 5 years with the District and retire from the District to

receive retiree health coverage. The coverage amount is dependent on the employee's completed years of CalPERS service beginning with 10 years of service covered at 50%. Each completed year of service the employee gains an additional 5% of employer coverage, ending with 20 or more years of service and 100% coverage of retiree health insurance for the employee and their dependents. With the recent bargaining unit contract negotiations, the District successfully negotiated Memorandum of Understandings (MOUs) with both bargaining units – SEIU Local 1021 and the Management and Confidential Unit, which restructured the current retiree health insurance coverage. The new retiree health benefit will be structured through a Retiree Health Savings (RHS). An RHS account is a portable retiree health savings account that is a triple tax-free account for both deposits and withdrawals that can be used for all retiree medical expenses including premiums. Under the current retiree health benefit insurance only premiums are paid and if an employee does not retire from the District, they receive no benefit. To eliminate the CalPERS 22893 vesting schedule, the District must adopt a CalPERS specific resolution for each employee group as prepared by CalPERS. All retirees who are currently covered under the vesting schedule will continue to receive a benefit equal to 22893 through the administration of the benefit by the District's Human Resources and Finance departments. Employees hired before the rescission of the vesting schedule are considered vested in the benefit and will receive retiree health insurance benefits upon retirement from the District under the CalPERS 22893 vesting schedule. However, active employees will have a one-time 30-day option to opt into the new retiree health benefit. Those employees will receive compensation from the District for each year of CCWD service as an initial deposit in the RHS. The District must also adopt a CalPERS specific resolution to establish the Public Employees' Medical and Hospital Care Act (PEMHCA) employer contribution minimum as established by CalPERS on an annual basis. The PEMHCA minimum for 2021 is \$143 per month per employee. There was brief discussion between Ms. Lollar and the Directors.

**PUBLIC COMMENT:** There was no public comment.

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

4d Discussion/Action regarding Affirming Retiree Health Benefits RES 2021-67  
(Stacey Lollar, Human Resources Manager)

**MOTION:** Directors Underhill/Thomas adopted Resolution 2021-67-Affirming Retiree Health Benefits

**DISCUSSION:** Ms. Lollar stated that due to the rescission of the CalPERS 228593 vesting schedule the District must also rescind all previous resolutions establishing the CalPERS 22893 vesting schedule. Additionally, the resolution will also reaffirm the retiree health benefits for current employees, retired annuitants, and future employees. Mr. Minkler thanked Ms. Lollar for her hard work on negotiations over the past few months.

**PUBLIC COMMENT:** There was no public comment.

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

## 5. OLD BUSINESS

- 5a Discussion/Possible Action regarding Drought Conditions Update for Water Year 2021  
(Brad Arnold, Manager of Water Resources)

**DISCUSSION:** Mr. Arnold reviewed a PowerPoint presentation on the current drought conditions. He stated drought conditions across much of California have continued to worsen during Water Year 2021 (October 2020 through September 2021). According to the latest information from the U.S. Drought Monitor, most of the state is now either in extreme or exceptional drought, their two worst classifications of drought conditions. The data indicates most reservoirs are well below their average storage volume for this time of the year. Mr. Minkler reviewed the current drought stage of 15% voluntary water reduction according to the state. There was significant discussion regarding the drought and the Board directed the District to wait for the state to mandate water reduction before making any changes to the drought stage at the District.

**PUBLIC COMMENT:** Ralph Copeland stated he was disappointed in the Boards decision to remain at the current drought stage. He also asked if there has been any discussion about lowering Lake Tulloch water levels.

## 6. REPORTS

- 6a Report on the July 2021 Operations and Engineering Departments  
(Damon Wyckoff, Director of Operations)

Item 6a was tabled.

- 6b General Manager's Report  
(Michael Minkler)

**DISCUSSION:** Mr. Minkler reported on the following activities: 1) an amendment to the CCWD Rules & Regulations Policy is in process and should be on an upcoming agenda for consideration; 2) the CCWD 75<sup>th</sup> Birthday party on August 26<sup>th</sup>; 3) the Ebbetts Pass town hall meeting is August 12<sup>th</sup>; 4) the District will participate in a softball tournament on August 28<sup>th</sup> and 29<sup>th</sup>; 5) the Districts new IT Administrator will begin work on August 16<sup>th</sup>; 6) contract negotiations are ongoing between Anthem Blue Cross and Dignity Health which affects access to health providers for the District; 7) upcoming CSDA events; 8) state Senators were able to get Copper Cove Waste Water Tertiary Filter project into the Senate Water Energy Utilities Committee Appropriations Bill; and 9) Damon Wyckoff was a panelist for an ACWA Region 3 Carbon Clean Fleet Rules meeting.

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

Director Thomas asked about redistricting.

Director Underhill reported there will be a Blagen Road construction meeting on Saturday at Independence Hall and the Ebbetts Pass Town Hall meeting on the 12<sup>th</sup>.

Director Ratterman reported that MCWRA is doing interviews for an Executive Director; he is attending the Valley Springs Rotary to speak about water availability; and he will be attending the CSDA Annual Conference.

Director Secada will be attending the ACWA Regions meeting and the IRWM meeting next week.

Director Davidson wants an update on redistricting.

**8. NEXT BOARD MEETINGS**

- Wednesday, August 25, 2021, 1:00 p.m., Regular Board Meeting
- Wednesday, September 8, 2021, 1:00 p.m., Regular Board Meeting

The meeting adjourned into Closed Session at approximately 3:30 p.m. Those present were Board Members: Russ Thomas, Bertha Underhill, Cindy Secada, Jeff Davidson, and Scott Ratterman; staff members Michael Minkler, General Manager, Brad Arnold, Manager of Water Resources, and Matt Weber, General Counsel.

**9. CLOSED SESSION**

- 9a Conference with Legal Counsel-Anticipated Litigation  
Significant Exposure to Potential Litigation-Government Code § 54956.9(d)(2)-3 cases

**10. REPORTABLE ACTION FROM CLOSED SESSION**

The Board reconvened into Open Session at approximately 4:26 p.m. There was no reportable action.

**11. ADJOURNMENT**

With no further business, the meeting adjourned at 4:27 p.m.

Respectfully Submitted:

  
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Michael Minkler  
General Manager

ATTEST:

  
\_\_\_\_\_  
Rebecca Hitchcock  
Clerk to the Board