



RESOLUTION NO. 2019-73
RESOLUTION NO. PFA-03
ORDINANCE NO. 2019-03

MINUTES

**CALAVERAS COUNTY WATER DISTRICT
REGULAR BOARD MEETING**

NOVEMBER 13, 2019

- Directors Present: Russ Thomas, President
Bertha Underhill, Vice President
Scott Ratterman, Director
- Directors Absent: Jeff Davidson, Director
Cindy Secada, 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
- 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 9:00 a.m. and led the pledge of allegiance. Directors Davidson and Secada were absent.

2. PUBLIC COMMENT

There was no public comment.

3. CONSENT AGENDA

**MOTION: Directors Ratterman/Secada - Approved Consent Agenda Items:
3a, 3b, 3d, and 3e as presented**

3a Approval of Minutes for the Board Meetings of October 9 and October 23, 2019

- 3b Review Board of Directors Monthly Time Sheets for October, 2019
- Director Underhill pulled Item 3c from the Consent Agenda**
- 3c Ratify Claim Summary #572 Secretarial Fund in the Amount of \$1,604,536.52 for October, 2019
(Rebecca Callen, Director of Administrative Services) **RES 2019-_____**
- 3d Authorized Signatures on Banking and Investment Accounts
(Peter Martin, Interim Director of Administrative Services)
- Umpqua Bank **RES 2019-73**
 - Local Agency Investment Fund **RES 2019-74**
 - Wells Fargo **RES 2019-75**
- 3e Report on the Monthly Investment Transactions for October, 2019
(Rebecca Callen, Director of Administrative Services)
- Director Ratterman pulled Item 3f from the Consent Agenda**
- 3f Recognition of Robert Creamer for his Service with CCWD
(Charles Palmer, District Engineer) **RES 2019-_____**

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

OFF CONSENT AGENDA

- Director Underhill pulled Item 3c from the Consent Agenda**
- 3c Ratify Claim Summary #572 Secretarial Fund in the Amount of \$1,604,536.52 for October, 2019
(Rebecca Callen, Director of Administrative Services) **RES 2019-76**

MOTION: Directors Underhill/Ratterman--Approved Item 3c as presented

DISCUSSION: Director Underhill asked how often the District does tank inspections. Mr. Wyckoff responded that they are inspected annually. There was additional discussion on the tank-inspection process. Director Underhill asked about the payment to Coleman Engineering for the Techite Project. Mr. Minkler explained that the District is reconfiguring the project scope in hopes to reduce costs. Director Thomas asked about the payment of \$25,000 to the Forest Service for Wildlife Mitigation. Mr. Martin explained it is for the Hydropower Projects and would be reimbursed by NCPA. Director Thomas also asked about a purchase of Radio Read Meters. Mr. Wyckoff explained those meters would be installed on hard to access meters. Director Ratterman asked about the one Radio Read Meter that was purchased for \$750.00. Mr. Wyckoff explained that was a much larger meter than average which is located in a difficult location for manual reads.

PUBLIC COMMENT: There was no public comment.

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

Director Ratterman pulled Item 3c from the Consent Agenda
3f* Recognition of Robert Creamer for his Service with CCWD
(Charles Palmer, District Engineer) **RES 2019-77**

MOTION: **Directors Ratterman/Underhill–Adopted Resolution No. 2019-77
Recognizing Robert Creamer for his service with CCWD.**

DISCUSSION: Director Ratterman wanted to recognize Robbie Creamer for his knowledge and professionalism when he worked with the Board regarding properties. Members of the Board spoke of his institutional knowledge of the District and his involvement with the Union. President Thomas read the Resolution into the record and wished Mr. Creamer the best in his retirement. Mr. Minkler echoes the Boards comments about Mr. Creamer and his expertise, stating that he will be missed by the District.

PUBLIC COMMENT: Mr. Palmer recognized Mr. Creamer for his knowledge and hard work. He mentioned that he will be missed in the Engineering Department.

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

4. NEW BUSINESS

4a Discussion/Direction of the FY 2019-20 First Quarter Investment Report
(Rebecca Callen, Director of Administrative Services)

MOTION: **Directors Ratterman/Underhill–by Minute Entry accepted the FY 2019-20 First Quarter Investment Report**

DISCUSSION: Ms. Callen presented the FY 2019-20 First Quarter Investment Report and responded to questions from the Board.

PUBLIC COMMENT: There was no public comment.

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

4b Discussion/Action regarding the Agreement for Qualified Labor between the Calaveras County Water District and Utica Water and Power Authority
(Michael Minkler, General Manager)

MOTION: **Directors Ratterman/Underhill–by Minute Entry approved the Agreement for Qualified Labor between the Calaveras County Water District and Utica Water and Power Authority**

DISCUSSION: Mr. Minkler updated the Board on an Agreement worked out between CCWD and UWPA for a labor share. The District is currently loaning qualified labor to UWPA to work on the Flume reconstruction. In return, UWPA will return qualified labor to the District on projects where a

few extra bodies are needed. Director Ratterman likes the idea and thinks it could expand to other utilities as well. Director Underhill asked if there were any Union concerns. Mr. Minkler stated there was nothing in the MOU that would prevent it and that there had been discussions on safety and worker protection, with no major concerns.

PUBLIC COMMENT: Vickey Mills addressed the Board asking about the equipment share that he had mentioned earlier. She also asked if UWPA was part of the Union and Mr. Minkler stated they were non-union workers.

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

5. **OLD BUSINESS**

5a* Update on Actions of the Eastside Groundwater Sustainability Agency and JPA
(Peter Martin, Interim Director of Administrative Services)

DISCUSSION: Mr. Martin gave a PowerPoint presentation with an update on the actions of the Eastside Groundwater Sustainability Agency and Joint Powers Agency. He reviewed a comparison of cost allocation methods and explained the plan will be brought to the Board on December 11, 2019 for adoption. There was discussion regarding the plan and how the various agencies are responding to it.

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

5b Update regarding the District's New Operations Maintenance Facility
(Kevin Williams, Civil Engineer)

DISCUSSION: Mr. Williams presented the preliminary site plan for the Districts warehouse and shop to be located at the corporate headquarters. He reviewed the site plan, floor plan, and various elevations. President Thomas had concerns about the amount of the property being left unused. Both President Thomas and Director Ratterman would like to see a 10-15 year plan that shows expansion on the new property for future needs of District operations.

Mr. Minkler introduced Mike Crank, Purchasing Agent, to the Board. Mr. Crank discussed his vision for the warehouse and the various ways the warehouse will benefit the District.

There was discussion regarding the building plans and the warehouse. The Board gave direction to staff to return to the December 11, 2019 meeting with more detail in order to put this out to bid in February.

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

6. **REPORTS**

6a Report on the October, 2019 Operations Department
(Damon Wyckoff, Director of Operations)

DISCUSSION: Mr. Wyckoff presented the October 2019 monthly Operations report. He reviewed items of interest and answered questions from the Board.

PUBLIC COMMENT: There was no public comment.

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

6b General Manager Report

DISCUSSION: Mr. Minkler reported on the following activities: 1) The District all hands staff meeting was held yesterday with respect given to the Veterans at the District; 2) the PG&E Public Safety Power Shutdown (PSPS) response plan was well planned and implemented during the four events in October; 3) recognized Joel Metzger for his increased public outreach during the PSPS; 4) PSPS came at a significant cost and estimates for the events are still in the works; 5) the ACWA State Legislative Committee has approved two legislative proposals from the energy committee. One to ensure large hydro is included in the State's zero-carbon future and another to address PSPS concerns; 6) he had a meeting with Blue Lake Springs and Director Underhill regarding the wholesale water purchase agreement; 7) he attended a very informative MCWRA meeting on forest management and water conservation; 8) CCWD hosted a meet and greet for Senator Borgeas; 9) discussed the letter of support from Congressman McClintock for Section 219 funding from the Army Corp of Engineers; 10) the District is pursuing multiple forest management grants from Cal Fire to reduce wildfire risk near infrastructure in West Point and Arnold. The District is also investigating a grant for biomass power that would help create a market for sustainable forest management practices in our watersheds; 11) the District is in discussions on the possibility of increasing revenue from the New Hogan Powerhouse with MID; 12) the vehicle lease program has begun deliveries of new trucks for the District's replacement program; 13) the Forest Meadows Golf Course will be closing permanently and the effluent storage pond will need to continue to operate; 14) the County Trench Policy was adopted by the Board of Supervisors last Tuesday with the lifetime warranty provision in tact; 15) the SB998 Lock-Off Policy draft will be brought to the Board to consider in December; 16) the Strategic Planning RFP is almost ready; 17) the new, Operations staff, on-call coverage will be implemented within the next few months; and 18) the Valley Springs Town Hall meeting last week went well.

7. BOARD REPORTS / INFORMATION / FUTURE AGENDA ITEMS

Director Underhill reported that she was heartbroken to hear Tom Sullivan from the Ebbetts Pass Fire District passed away on November 9. She also asked about the request to expand the beach at White Pines Park. She attended the Voluntary Organizations Active in Disaster (VOAD) meeting and she doesn't feel she needs to attend every meeting to represent CCWD. She also commented on water wells not working during a PSPS event.

Director Ratterman reported the PG&E PSPS credit of \$100.00 was already given to him on his bill. Mt. Counties' tour is tomorrow and the reception at Murphy's hotel tomorrow evening. He thanked Downey Brand and Condor for sponsoring the event.

Director Thomas reported he and Bertha attended the Mountain Counties meeting last Friday. He mentioned the monitoring of outdoor water use seems to be farfetched. The County Board of Supervisors passed the County General Plan. The newly formed Parks and Rec Committee meeting is tonight.

8. CLOSED SESSION

The meeting adjourned into Closed Session at approximately 11:45 a.m. Those present were Board Members: Russ Thomas, Bertha Underhill, and Scott Ratterman, staff member Michael Minkler, General Manager; and General Counsel Matt Weber.

- 8a Conference with Legal Counsel – Existing Litigation
Government Code § 54956.9(a) La Contenta Investors, LTD vs. CCWD
(Calaveras County Superior Court #11CV37713)
- 8b Conference with Real Property Negotiators Government Code §54956.8
Property: APN's 046-019-051, 073-042-127, and 073-042-129, Valley Springs.
District Negotiators: Michael Minkler and Peter Martin
Under Negotiation: price and other terms

9. REPORTABLE ACTION FROM CLOSED SESSION

The Board reconvened into Open Session at approximately 12:13 p.m. There was no reportable action.

10. NEXT BOARD MEETINGS

- Wednesday, November 27, 2019, 9:00 a.m. - Cancelled
- Wednesday, December 11, 9:00 a.m., Regular Board Meeting

11. ADJOURNMENT

With no further business, the meeting adjourned at approximately 12:13 p.m.

By:



Michael Minkler
General Manager

ATTEST:



Rebecca Hitchcock
Clerk to the Board