



RESOLUTION NO. 2021-14
RESOLUTION NO. PFA-03
ORDINANCE NO. 2021-01

MINUTES

CALAVERAS COUNTY WATER DISTRICT REGULAR BOARD MEETING

FEBRUARY 24, 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
Matt Weber, General Counsel
Rebecca Hitchcock, Clerk to the Board
Rebecca Callen, Director of Administrative Services
Damon Wyckoff, Director of Operations
Jesse Hampton, Plant Operations Manager
Brad Arnold, Manager of Water Resources
Jessica Self, External Affairs Manager
Stacey Lollar, Human Resources Manager
Kate Jesus, Engineering Coordinator

Others Present: Mark Henwood, Henwood Associates

ORDER OF BUSINESS

CALL TO ORDER / PLEDGE OF ALLEGIANCE

1. ROLL CALL

President Davidson called the Regular Board Meeting to order at 1:00 p.m. and led the Pledge of Allegiance.

2. PUBLIC COMMENT

There was no public comment.

3. CONSENT AGENDA

MOTION: Directors Secada/Ratterman–Approved Consent Agenda Item:
3a as presented.

3a Approval of Minutes for the Board Meeting of January 27, 2021

Director Secada pulled Item 3b from the Consent Agenda.

- 3b Approve Request for Water Leak Credit Adjustment for Account #002301-000
(Jessica Self, External Affairs Manager) **RES 2021-_____**

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

OFF CONSENT AGENDA

Director Secada pulled Item 3b from the Consent Agenda.

- 3b Approve Request for Water Leak Credit Adjustment for Account #002301-000
(Jessica Self, External Affairs Manager) **RES 2021-14**

MOTION: Directors Secada/Underhill-Approved Request for Water Leak Credit Adjustment for Account #002301-000

DISCUSSION: Director Secada asked why the approval for this leak adjustment took so long to come to the Board since the letter to the customer was dated back in November. There was discussion between staff and the Board regarding the process.

PUBLIC COMMENT: There was no public comment.

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

4. NEW BUSINESS

- 4a Discussion regarding Disinfection By-Products Maximum Contaminant Level Exceedance for Disinfection By-Products in the Ebbetts Pass Distribution System
(Jessica Self, External Affairs Manager)

DISCUSSION: Ms. Self spoke to the Board on the recent Notice of Violation from the State of California. The District is required to take quarterly Disinfection By-Products (DBPs) monitoring samples from multiple sites throughout the Ebbetts Pass Service Area. For each location, the District is required to maintain a running annual average of the sample results and cannot exceed the Maximum Contaminant Level (MCL) at any sample site. In the fourth quarter of 2020, one sample site within the Ebbetts Pass Distribution System exceeded the Locational Running Annual Average (LRAA) MCL for Haloacetic Acids (HAA's). The MCL is 60 parts per billion and the District's LRAA exceedance was 61 parts per billion. As required by the State of California, notification letters were mailed to all Ebbetts Pass service area customers on February 10, 2021 and a virtual town hall meeting was held on February 23, 2021 for customers to learn more about DBPs and share questions or concerns they may have. Staff responded to questions from the Board.

PUBLIC COMMENT: There was no public comment.

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

5. OLD BUSINESS

- 5a Update on the Mueller Automatic Meter Reading Project and the Tyler Software upgrade
(Damon Wyckoff, Director of Operations and Rebecca Callen, Director of Administrative Services)

DISCUSSION: Mr. Wyckoff gave an update to the Board about the Mueller Automatic Meter Reading Project (AMR) status. Mueller installed twelve meters in the Wallace area with a radio transmitter. Once a signal extender is installed the meters will be able to be read remotely. They are also working to install transmitters in the Copperopolis and Rancho Calaveras areas. Meter replacements are scheduled to be installed in April. Director Underhill asked about the timing of the Ebbetts Pass area.

Ms. Callen provided the Board with an update on the Tyler implementation. The first data conversion test happened this past week. Tyler will be working through the current District processes and implementation appears to be ahead of schedule. Ms. Callen responded to questions from the Board.

PUBLIC COMMENT: There was no public comment.

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

6. REPORTS

- 6a General Managers Report
(Michael Minkler)

DISCUSSION: Mr. Minkler reported on the following activities: 1) the Strategic Planning process; 2) the All-Employee meeting held outside at the District office last week; 3) he attended the ACWA Energy Committee meeting that focused on clean fleet regulations; 4) the District is looking at potential Grant opportunities for energy resilience projects such as stand-by generators; 5) he attended a meeting with the Forest Service yesterday regarding potential projects; 6) the CAMRA meeting was very informative with a presentation from PG&E on their Mokelumne River operations and Groundwater Sustainability issues; and 7) the current legislative session has a focus on rate payer assistance.

7. BOARD REPORTS / INFORMATION / FUTURE AGENDA ITEMS

Director Underhill had nothing to report.

Director Ratterman reported on the CAMRA meeting and the upcoming Mountain Counties Water Resources Agency meeting regarding the vacancy for Executive Director. He reported that the Interim Executive Director will be Jim Branham.

Director Thomas had nothing to report.

Director Secada had nothing to report.

Director Davidson had nothing to report.

8. NEXT BOARD MEETINGS

- Wednesday, March 10, 2021, 1:00 p.m., Regular Board Meeting
- Friday, March 19, 2021, 8:30 a.m., Special Board Workshop-Strategic Planning
- Wednesday, March 24, 2021, 1:00 p.m., Regular Board Meeting

The meeting adjourned into Closed Session at approximately 1:55 p.m. Those present were Board Members: Russ Thomas, Cindy Secada, Bertha Underhill, Jeff Davidson, and Scott Ratterman; staff members Michael Minkler, General Manager, Stacey Lollar, Human Resources Manager (for item 9b), Brad Arnold, Manager of Water Resources (for item 9a), and Jessica Self, External Affairs Manager (for item 9a); Mark Henwood, Henwood Associates (for item 9a) and General Counsel, Matt Weber.

9. CLOSED SESSION

- 9a Conference with Legal Counsel-Anticipated Litigation
Significant Exposure to Potential Litigation-Government Code § 54956.9(d)(2)-1 case
- 9b Government Code § 54957.6 Agency Negotiators: General Manager Michael Minkler, HR Manager Stacey Lollar and Michael Jarvis Regarding Negotiations with Employee Organization SEIU Local 1021 and Management and Confidential Unit
- 9c Conference with Real Property Negotiators Gov. Code § 54956.8
Property: APN 065-032-001 Agency negotiator: M. Minkler
Under negotiation: Price and/or terms of payment.

10. REPORTABLE ACTION FROM CLOSED SESSION

The Board reconvened into Open Session at approximately 3:29 p.m. There was no reportable action.

11. ADJOURNMENT

With no further business, the meeting adjourned at approximately 3:30 p.m.

Respectfully Submitted:



Michael Minkler
General Manager

ATTEST:


Rebecca Hitchcock
Clerk to the Board