

MINUTES

CALAVERAS COUNTY WATER DISTRICT REGULAR BOARD MEETING

FEBRUARY 9, 2022

Directors Present: Cindy Secada, President
Scott Ratterman, Vice-President
Bertha Underhill, Director
Russ Thomas, 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
Pat Burkhardt, Construction and Maintenance Manager
Jessica Self, External Affairs Manager
Charles Palmer, District Engineer
Kevin Williams, Senior Civil Engineer
John Griffin, Senior Civil Engineer
Stacey Lollar, Human Resources Manager
Brad Arnold, Water Resources Manager
Jared Gravette, Senior Supervisor Construction Inspector
Tiffany Burke, Administrative Technician Senior

Others Present: Joel Metzger, General Manager UWPA

ORDER OF BUSINESS

CALL TO ORDER / PLEDGE OF ALLEGIANCE

1. ROLL CALL

President Secada called the Regular Board Meeting to order at 1:01 p.m. and led the Pledge of Allegiance.

2. PUBLIC COMMENT

There was no public comment.

3. CONSENT AGENDA

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

- 3a Approval of Minutes for the Board Meeting of January 12, 2022
(Rebecca Hitchcock, Clerk to the Board)
- 3b Review Board of Directors Monthly Time Sheets for January 2022
(Rebecca Hitchcock, Clerk to the Board)
- 3c Ratify Claim Summary #599 Secretarial Fund in the Amount of \$2,055,512.28 for
January 2022
(Catherine Eastburn, Accountant II) **RES 2022-19**
- 3d Re-Authorizing Remote Teleconference Meetings of the Board of Directors
of the Calaveras County Water District for the Period February 10, 2022, through
March 11, 2022, Pursuant to AB 361
(Rebecca Hitchcock, Clerk to the Board) **RES 2022-20**
- 3e Action regarding Approval of Pasture Grazing Lease – La Contenta Spray Field
Property
(Damon Wyckoff, Director of Operations) **RES 2022-21**

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

4. NEW BUSINESS

- 4a Discussion/Action Granting PG&E a Public Utility Easement through District-Owned
Parcel APN 034-004-062.
(Charles Palmer, District Engineer) **RES 2022-22**

**MOTION: Directors Davidson/Underhill– Adopted Resolution 2022–22 Granting
PG&E a Public Utility Easement through District-Owned Parcel APN 034-
004-062**

DISCUSSION: Mr. Wyckoff explained the property owners would like to relocate the easement for PG&E utilities along the northern portion of the District's parcel 034-004-062 to provide overhead power to their property. PG&E's proposed easement is a thirty-foot (fifteen feet on either side of the power lines) wide easement and includes provisions for access to maintain the overhead equipment and power lines. The easement also grants PG&E the right to install electric, gas and communication facilities and apportion the easement for use by other public utilities. There was brief discussion about the specifics of the easement.

PUBLIC COMMENT: There was no public comment.

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

- 4b Discussion/Action regarding Amendment of the On-call Services
Contractor/Consultant List
(Damon Wyckoff, Director of Operations) **RES 2022-23**

MOTION: Directors Ratterman/Underhill– Adopted Resolution 2022–23 Amending the On-call Services Contractor/Consultant List

DISCUSSION: Mr. Wyckoff reported that the On-Call Consultant List has not been updated since 2015 and many contractors are no longer in business. District staff reviewed the list confirming all information is current, removing any contractors that are out of business.

PUBLIC COMMENT: There was no public comment.

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

5. OLD BUSINESS

5a Discussion/Direction regarding Redistricting Following the 2020 Census
(Michael Minkler, General Manager)

DISCUSSION: Mr. Minkler presented the draft division maps with the changes that the Board had directed staff to make at the meeting on January 26, 2022. There was significant discussion regarding each map and the factors considered in the creation of the draft maps. After significant discussion, the Board agreed on a map to bring back to the public hearing on March 9, 2022 to hear public comment and consider adoption of the new election divisions.

PUBLIC COMMENT: There was no public comment.

6. REPORTS

6a Report out of Recent District Accomplishments
(Jessica Self, External Affairs Manager)

6a was tabled to a future meeting in March 2022.

6b Report on the January 2022 Operations and Engineering Departments
(Damon Wyckoff, Director of Operations)

DISCUSSION: Mr. Wyckoff presented the January 2022 monthly Operations and Engineering reports. He reviewed items of interest and answered questions from the Board.

PUBLIC COMMENT: There was no public comment.

6c General Manager's Report
(Michael Minkler)

DISCUSSION: Mr. Minkler reported on the following activities: 1) the status of the AMI/AMR meter project; 2) the Engineering Committee meeting reviewed the substantial amount of work going on at the District and the Board can expect to hear a presentation on proposed staffing changes; 3) capacity fee updates should be presented to the full Board soon; 4) the main Eastside GSA representative is now Supervisor Tofanelli and Director Thomas is alternate; 5) ACWA is planning an event in October called Wine, Water, and Wildfire in Murphys; 6) the arrearages funding has come in from the State; 7) Forest Meadows Golf Course now has new owners; 8) staff is working on

updates to the termination of service policy regarding commercial meters; and 9) an update on the Legal Affairs Committee Meeting.

7. BOARD REPORTS / INFORMATION / FUTURE AGENDA ITEMS

Director Underhill reported that Arnold is ready for rain.

Director Ratterman reported on the MCWRA event and tour scheduled for June 24 and the CCWD/CPUD ad hoc committee is now dissolved.

Director Davidson had nothing to report.

Director Thomas reported he was happy the Lee and Ro report on Copperopolis is finally going out to bid.

Director Secada reported on the meeting she attended regarding grease traps and the T-Stan IRWM meeting on the 16th. She stated she would like to see an update on the Slurry Line progress.

8. NEXT BOARD MEETINGS

- Wednesday, February 23, 2022, 1:00 p.m., Regular Board Meeting
- Wednesday, March 9, 2022, 1:00 p.m., Regular Board Meeting

9. CLOSED SESSION

The meeting adjourned into Closed Session at approximately 2:45 p.m. Those present were Board Members: Cindy Secada, Russ Thomas, Bertha Underhill, Jeff Davidson, and Scott Ratterman; staff members Michael Minkler, General Manager; and General Counsel, Matt Weber.

- 9a Conference with Real Property Negotiators Gov. Code § 54956.8
Property: APN 012-011-011, Copperopolis
Agency negotiators: M. Minkler
Negotiating parties: Calaveras Healthy Impact Prod Solutions (CHIPS)
Under negotiation: Price and/or terms of payment

- 9b Conference with Real Property Negotiators Gov. Code § 54956.8
Property: APN 055-051-008, Copperopolis
Agency negotiators: M. Minkler
Negotiating Parties: CV Developers
Under negotiation: Price and/or terms of payment


10. REPORTABLE ACTION FROM CLOSED SESSION

The Board reconvened into Open Session at approximately 3:28 p.m. There was no reportable action.

11. ADJOURNMENT

With no further business, the meeting adjourned at 3:28 p.m.

Respectfully Submitted:



Michael Minkler
General Manager

ATTEST:



Rebecca Hitchcock
Clerk to the Board