



RESOLUTION NO. 2020-72
RESOLUTION NO. PFA-03
ORDINANCE NO. 2020-01

MINUTES

CALAVERAS COUNTY WATER DISTRICT REGULAR BOARD MEETING

November 11, 2020

Directors Present: Bertha Underhill, President (arrived at 1:06)
Jeff Davidson, Vice President
Scott Ratterman, Director
Cindy Secada, Director
Russ Thomas, Director (arrived at 1:13)

Staff Present: Michael Minkler, General Manager
Rebecca Hitchcock, Clerk to the Board
Rebecca Callen, Director of Administrative Services
Damon Wyckoff, Director of Operations
Jesse Hampton, Plant Operations Manager
Kevin Williams, Civil Engineer
Brad Arnold, Manager of Water Resources
Jessica Self, External Affairs Manager

Others Present: Kevin Cornejo, Mueller Technologies
Bill Schilling

ORDER OF BUSINESS

CALL TO ORDER / PLEDGE OF ALLEGIANCE

1. ROLL CALL

Vice-President Davidson called the Regular Board Meeting to order at 1:00 p.m. and led the pledge of allegiance. Directors Underhill and Thomas were absent.

2. PUBLIC COMMENT

There was no public comment.

3. CONSENT AGENDA

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

- 3a Approval of Minutes for the Board Meeting of October 28, 2020
- 3b Review Board of Directors Monthly Time Sheets for October 2020
- 3c Ratify Claim Summary #584 Secretarial Fund in the Amount of \$2,685,999.34 for October 2020
(Rebecca Callen, Director of Administrative Services) **RES 2020-72**
- 3d Report on the Monthly Investment Transactions for October 2020
(Rebecca Callen, Director of Administrative Services)

PUBLIC COMMENT: There was no public comment.

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

Director Underhill arrived at 1:06 p.m.

4. NEW BUSINESS

- 4a Discussion/Action to Approve Amended Memorandum of Understanding (MOU) Between Calaveras Unified School District (CUSD) and Calaveras County Water District (CCWD) to Provide Sewer Service to the Jenny Lind Elementary School
(Michael Minkler, General Manager) **RES 2020-73**

MOTION: Directors Davidson/Secada - Adopted Resolution 2020-73 Amending MOU between CUSD and CCWD to Provide Sewer Service to the Jenny Lind Elementary School

DISCUSSION: Mr. Minkler presented the proposed changes to the MOU between CCWD and CUSD that the California State Water Board requested. The Water Board wanted details in the MOU stating if the original grant funds are not adequate to cover the cost of the project, CCWD would cooperate in all additional grant funding requests. It does not obligate CCWD to provide funding for the project. CUSD will, at its sole cost, provide all project management, construction management, and quality control for the project. CCWD will also be compensated for any engineering and construction inspection costs it deems necessary. There was discussion between staff and the Board regarding the amended language.

PUBLIC COMMENT: There was no public comment

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

Director Thomas arrived at 1:13 p.m.

- 4b Discussion/Action regarding AMI Fixed Network for Ebbetts Pass, Wallace and Sheep Ranch Service Areas/Oversized Radio Read Meters
(Kevin Williams. Civil Engineer) **RES 2020-74**

MOTION: Directors Thomas/Davidson - Adopted Resolution 2020-74 Authorizing the General Manager to sign change orders to contract for Automatic Meter Reading and Advanced Metering Infrastructure Radio Read Meter Project CIP 11096

DISCUSSION: Mr. Williams provided the Board with a PowerPoint presentation describing the Advanced Metering Infrastructure (AMI) Fixed Network for Ebbetts Pass, Wallace and Sheep Ranch Service Areas. He explained the contract for Mueller Systems to complete the project is just under four million dollars. This amount is well below the initial six million dollar estimated cost for the project. District staff requested a quote from Mueller Systems for installation of fixed network AMI in Ebbetts Pass, Wallace, and Sheep Ranch service areas. This fixed network AMI equipment would fully automate the meter-reading-to-billing process, linking meters directly to the billing system. The fixed network AMI would provide on-demand meter readings and the network would send alerts of abnormal conditions such as meter tampering, water theft, and leak detection. Mueller Systems' cost proposal would include the installation of 22 fixed network data collection devices and 60 signal repeaters. The data collection equipment will be placed on existing water storage tanks, lift stations or within the public right of way. The District will be responsible for providing power to all 22 fixed network data collection devices either from existing available power or a solar panel with battery backup. The quote to add this equipment District-wide came to an additional \$344,605. The AMI Fixed Network will require a yearly subscription fee of \$4.02 (adjusted to CPI yearly) which provides a fully hosted and monitored network. Mr. Williams also explained that the District did not incorporate the replacement of approximately 43 commercial meters sized 1.5" and above. In order to ensure uniform workflow and comparable service for all District customers staff proposes adding these meters to the replacement regimen and incorporating their reads into the AMI system. The cost to add these meters to the project will be \$38,928. There was significant discussion between staff and the Board regarding the change order costs, the work load of the District Meter Readers, and the capabilities of the AMI Meters.

PUBLIC COMMENT: There was no public comment

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

5. OLD BUSINESS

- 5a Update on Eastside Groundwater Sustainability Agency
(Brad Arnold, Manager of Water Resources)

Mr. Minkler gave a recommendation to table the matter until the next Board meeting due to a cancellation of this item at the Calaveras County Board of Supervisors Meeting on 11/10/2020.

6. REPORTS

- 6a Report on the November 2020 Operations Department
(Damon Wyckoff, Director of Operations)

DISCUSSION: Mr. Wyckoff presented the November 2020 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 Legal Affairs Committee has been participating in virtual Washington, D.C visits with Mia O'Connell with an emphasis on the Copper Cove Wastewater Treatment Plant; 2) a call with the Calaveras Healthy Impact Product Solutions (CHIPS) where he introduced Brad Arnold and Jessica Self and discussed the possibility of a Forest Management Special Meeting on Dec 4th; 3) he is moderating another Association of California Water Agencies (ACWA) Biomass panel at the ACWA Conference in December; 4) the Slurry Line survey has been mailed to adjacent homeowners and the District is hosting an informational meeting on November 19th; 5) the Reach 1 and Techite projects are close to completion and have minimal clean-up items; 6) the West Point/Wilseyville Consolidation Project RFP has been posted; 7) the Jenny Lind Pre-Treatment Plant has been repaired by District Field Staff; 8) he is participating in a work group at ACWA on how to better curtail water in the next drought; and 9) Jessica Self submitted a grant application during her first week.

7. BOARD REPORTS / INFORMATION / FUTURE AGENDA ITEMS

Director Ratterman congratulated Director Davidson on his re-election. He feels the Washington, D.C. meetings have been successful. He also mentioned upcoming meetings at Mountain Counties on the 13th and CAMRA on the 18th.

Director Thomas congratulated Director Davidson on his re-election.

Director Secada reported she finished the ACWA Zoom through California Webinars and they were very informative. She attends the IRWM meeting next week. She would like to see departmental presentations from various departments at the District.

Director Davidson thanked his supporters and mentioned that his opponents received a lot of votes and the District needs to be aware that the rate payers do not want rate increases. He stressed that public outreach in the future will be key to helping rate payers understand the District operations.

Director Underhill reported that the Hwy 4 corridor looks beautiful right now.

8. NEXT BOARD MEETINGS

- Wednesday, December 9, 2020, 1:00 p.m., Regular Board Meeting
- Wednesday, January 13, 2021, 1:00 p.m., Regular Board Meeting

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

9. **CLOSED SESSION**

9a Government Code § 54957.6 Agency Negotiators: General Manager Michael Minkler and HR Manager Stacey Lollar Regarding Negotiations with Employee Organization SEIU Local 1021.

10. **REPORTABLE ACTION FROM CLOSED SESSION**

The Board reconvened into Open Session at approximately 3:50 p.m. There was no reportable action.

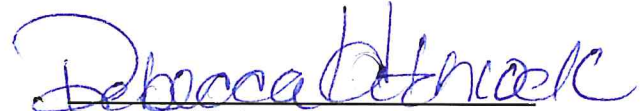
11. **ADJOURNMENT**

With no further business, the meeting adjourned at 3:50 p.m.

Respectfully Submitted:


Michael Minkler
General Manager

ATTEST:


Rebecca Hitchcock
Clerk to the Board