



RESOLUTION NO. 2019-07
RESOLUTION NO. PFA-03
ORDINANCE NO. 2019-01

MINUTES

**CALAVERAS COUNTY WATER DISTRICT
REGULAR BOARD MEETING**

FEBRUARY 13, 2019

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

Staff Present: Jeffrey Meyer, Interim General Manager
Rebecca Hitchcock, Clerk to the Board
Matt Weber, General Counsel
Damon Wyckoff, Director of Operations
Joel Metzger, Manager of External Affairs, Conservation, and Grants
Robert Creamer, Engineering Analyst

ORDER OF BUSINESS

CALL TO ORDER / PLEDGE OF ALLEGIANCE

1. ROLL CALL

President Thomas called the Regular Board Meeting to order at 1:00 p.m. and led the pledge of allegiance. All Board members were present.

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 Meetings of December 12, December 17, and December 27, 2018.

3b Review Board of Directors Monthly Time Sheets for January, 2018

3c Ratify Claim Summary #563 Secretarial Fund in the Amount of \$1,400,474.44 for January 2019.
(Jeffrey Meyer, Interim General Manager) **RES 2019-07**

3d Resolution of Support for Nomination of Michael Minkler for ACWA Region 3 Board Member Position
(Jeffrey Meyer, Director of Administrative Services) **RES 2019-08**

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

4. NEW BUSINESS

4a Recognition of Jeffrey Meyer, Interim General Manager
(Russ Thomas, President) **RES 2019-09**

MOTION: Directors Davidson / Secada – Adopted Resolution No. 2019-09 Recognizing Jeffrey Meyer for his service to the District as Interim General Manager.

DISCUSSION: President Thomas read the Resolution of appreciation for Mr. Meyer. Each of the Directors thanked Mr. Meyer for his service to the District.

PUBLIC COMMENT: There was no public comment.

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

4b Discussion/Action Regarding Refinancing of a Portion of the District's Outstanding CalPERS Unfunded Liability and Authorizing the Form of Financing Documents in Connection Therewith
(Jeffrey Meyer, Interim General Manager) **RES 2019-10**

MOTION: Ratterman / Underhill – Adopted Resolution No. 2019-10 Approving the Form and Authorizing the Execution and Delivery of Certain Financing documents in connection with the Refinancing of a portion of the District's Outstanding Unfunded Accrued Liability to the California Public Employees' Retirement System, and Providing for other matters properly relating thereto and naming Umpqua Bank as the loaning bank.

DISCUSSION: Mr. Meyer presented the details of the proposed refinance of the District's Unfunded Accrued Liability. Cameron Weist continued the presentation of the bank proposals, options, and the aggressive timeline to close the loan. The Board voted to have Umpqua Bank refinance the loan.

PUBLIC COMMENT: There was no public comment.

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

- 4c Report on the January 2019 Operations Department
(Damon Wyckoff, Director of Operations)

DISCUSSION: Mr. Wyckoff presented the January 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.

- 4d Information / Discussion Regarding Rancho Calaveras / Jenny Lind Weekend
Repair Work Plan
(Damon Wyckoff, Director of Operations)

DISCUSSION: Mr. Wyckoff spoke about the plan now in place to assist with the backlog of repairs in the Rancho Calaveras and Jenny Lind communities. The weekend program will be staffed by six repair positions which will be voluntary overtime. These positions will be on a first come first served basis. He hopes to be able to reduce the number of leaks awaiting repair.

PUBLIC COMMENT: There was no public comment.

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

- 4e Review of District's Assessment of Telecommunication Tower Requests
(Jeffrey Meyer, Interim General Manager/John Gomes, Information Systems
Administrator)

DISCUSSION: Mr. Gomes presented the review process the District goes through when deciding to allowing tank sites for communication tower requests. He discussed the various locations and the challenges of each. There was discussion between the Board and Mr. Gomes regarding the different locations and a possible policy regarding tower use.

PUBLIC COMMENT: There was no public comment.

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

RECESS was called at 2:40 p.m. **SESSION RESUMED** at 2:50 p.m.

- 4f Discussion / Action Regarding Amending the FY 2018-19 CIP Budget for the
Meadowmont Pump Station Improvement Project, CCWD CIP #11099
(Jeffrey Meyer, Interim General Manager) **RES 2019-11**

MOTION: Directors Davidson / Ratterman—Adopted Resolution No. 2019-11 Amending the FY 2018-19 CIP Budget for the Meadowmont Pump Station Improvement Project, CCWD CIP #11099.

DISCUSSION: Mr. Meyer informed the Board that the need has arisen for replacement of a pump at the Meadowmont Pump Station. One of the pumps had a catastrophic failure which resulted in flooding of the pump station building, damage to the pump, and damage to the electrical motor. Each of the three pumps need renovation but they will have to take place sequentially. This project is not in the current CIP, which would require amending the 2018-19 CIP Budget by \$175,000.

PUBLIC COMMENT: There was no public comment.

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

4g Update on the Implementation and Efficiencies of Paymentus
(Joel Metzger, Manager of External Affairs, Conservation, and Grants)

DISCUSSION: Mr. Metzger updated the Board on Paymentus, which is an online payment processing service for staff and customers to use. The program was implemented in June of 2016. He reviewed the number of customers signed up to use the service as well as the efficiencies it has provided staff. In addition, he mentioned that Paymentus does not provide real-time processing which leads to a variety of manual processes. There was additional discussion between Mr. Metzger and the Board.

PUBLIC COMMENT: There was no public comment.

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

5. OLD BUSINESS

There was nothing to report.

6. GENERAL MANAGER REPORT

Mr. Meyer reported on the following activities: 1) the number of customers that have signed up for the Customer Assistance Program is 200 water customers and 125 sewer customers; 2) Hogan Dam releases are up to 400cf per second.

7. BOARD REPORTS / INFORMATION / FUTURE AGENDA ITEMS

Director Underhill had nothing to report.

Director Ratterman mentioned that the West Point Water Master Plan Update was first available to the public in November 2018. The Finance Committee Meeting is next Tuesday, March 5th and CAMRA is meeting at the CCWD Boardroom on Wednesday, March 6th.

Director Secada reported that she would meet with members of her District regarding the West Point Water Master Plan Update.

Director Davidson had nothing to report.

Director Thomas reported that he attended the Eastern San Joaquin Groundwater Authority meeting this morning.

8. NEXT BOARD MEETINGS

- Wednesday, February 27, 2019, 1:00 p.m., Regular Board Meeting
- Wednesday, March 13, 2019, 1:00 p.m., Regular Board Meeting

The Open Session ended at 3:40 p.m.

The meeting adjourned into Closed Session at approximately 3:45 p.m. Those present were Board Members: Russ Thomas, Bertha Underhill, Scott Ratterman, Jeff Davidson, and Cindy Secada; staff members Jeffrey Meyer, Interim General Manager, Stacey Lollar, Director of Human Resources and Customer Service (for item 9a), Robert Creamer, Engineering Analyst, (for item 9b and 9c); and Matt Weber, General Counsel.

9. CLOSED SESSION

- 9a Conference with Legal Counsel – Anticipated Litigation. Significant Exposure to Litigation Pursuant to Subdivision (d)(2) of Government Code § 54956.9. One potential case.
- 9b Conference with Real Property Negotiators Government Code §54956.8
Property: APN 044-032-012, San Andreas
District negotiators: Jeffrey Meyer and Robert Creamer
Under negotiations: price and other terms
- 9c 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: Jeffrey Meyer and Robert Creamer
Under Negotiation: price and other terms
- 9d Conference with Legal Counsel – Existing Litigation
Government Code § 54956.9(a) La Contenta Investors, LTD vs. CCWD
(Calaveras County Superior Court #11CV37713)
- 9e Conference with Legal Counsel – Threatened Litigation Government Code § 54956.9(b)(3) – 1 case


10. REPORTABLE ACTION FROM CLOSED SESSION

The Board reconvened into Open Session at approximately 5:30 p.m. There was no reportable action.

11. ADJOURNMENT

With no further business, the meeting adjourned at approximately 5:30 p.m.

By:


Jeffrey Meyer
Interim General Manager

ATTEST:


Rebecca Hitchcock
Clerk to the Board