

RESOLUTION NO. 2019-34
RESOLUTION NO. PFA-03
ORDINANCE NO. 2019-01

MINUTES

**CALAVERAS COUNTY WATER DISTRICT
REGULAR BOARD MEETING**

JUNE 12, 2019

- Directors Present: Russ Thomas, President
Bertha Underhill, Vice President
Scott Ratterman, Director
Cindy Secada, Director
Jeff Davidson, Director
- Staff Present: Michael Minkler, General Manager
Rebecca Hitchcock, Clerk to the Board
Jeffrey Meyer, Director of Administrative Services
Charles Palmer, District Engineer
Damon Wyckoff, Director of Operations
Joel Metzger, External Affairs Manager
- Others Present: Chantelle Garvin, Kennedy Jenks
Jennifer Lau Larsen, Kennedy Jenks
Mike Evans, DeNova Homes
Mike Lemke, Miramont Homes

CALL TO ORDER / PLEDGE OF ALLEGIANCE

1. ROLL CALL

President Thomas called the Regular Board Meeting to order at 1:02 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 Ratterman/Davidson - Approved Consent Agenda
Items: 3a, 3b, 3c, and 3f as presented**

3a Approval of Minutes for the Board Meetings of May 15 and May 21, 2019

3b Review Board of Directors Monthly Time Sheets for May, 2019.

3c Ratify Claim Summary #567 Secretarial Fund in the Amount of \$1,579,325.05 for May, 2019 (Jeffrey Meyer, Director of Administrative Services) **RES 2019-34**

Director Underhill pulled Item 3d from the Consent Agenda

3d Report on the Write-Off of Uncollectible Accounts Receivable for the period of December 1, 2018 through May 31, 2019 (Jeffrey Meyer, Director of Administrative Services)

Director Secada pulled Item 3e from the Consent Agenda

3e Resolution of Support for Nomination of Michael Minkler for ACWA Region 3 Board Member Position (Rebecca Hitchcock, Executive Assistant/Clerk to the Board) **RES 2019-_____**

3f Information/Quarterly Projects Report, (April-June 2019) (Charles Palmer, District Engineer)

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

OFF CONSENT AGENDA

Director Underhill pulled Item 3d from the Consent Agenda

3d Report on the Write-Off of Uncollectible Accounts Receivable for the period of December 1, 2018 through May 31, 2019 (Jeffrey Meyer, Director of Administrative Services)

MOTION: Directors Davidson/Underhill – Received Report on the Write-Off of Uncollectible Accounts Receivable for the period of December 1, 2018 through May 31, 2019

DISCUSSION: Director Underhill would like to see a previous listing of uncollectible accounts so the Board can compare data. Mr. Meyer stated he would have a chart added to future agenda documents.

PUBLIC COMMENT: There was no public comment.

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

Director Secada pulled Item 3e from the Consent Agenda

3e Resolution of Support for Nomination of Michael Minkler for ACWA Region 3 Board Member Position (Rebecca Hitchcock, Executive Assistant/Clerk to the Board) **RES 2019-35**

MOTION: Directors Davidson/Secada – Approved Support for Nomination of Michael Minkler for ACWA Region 3 Board Member Position

DISCUSSION: Director Secada inquired if any other employee of CCWD had been a Board member for ACWA. Mr. Minkler responded that the positions are generally filled by District General Managers and the meetings are very beneficial. She also asked how often the Board meets and Mr. Minkler advised they meet quarterly.

PUBLIC COMMENT: There was no public comment.

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

President Thomas opened the Public Hearing at 1:10 p.m.

4. PUBLIC HEARING

4a Annual Standby Assessment Fees
(Jeffrey Meyer, Director of Administrative Services)

- o Indian Rock Vineyards Subdivision (Sewer) RES 2019-36
- o West Point Improvement District 3 (Water) RES 2019-37
- o Ebbetts Pass Improvement District 5 (Water) RES 2019-38
- o Jenny Lind Improvement District 6, Copper Cove Improvement District 7 (including Copperopolis Townsite)(Water) RES 2019-39
- o Saddle Creek Subdivision Improvement District 7 (Water) RES 2019-40
- o Copper Cove / La Contenta Improvement District 8 (Sewer)RES 2019-41

MOTION: Directors Ratterman/Underhill – Adopted Resolutions 2019-36, 2019-37, 2019-38, 2019-39, 2019-40, 2019-41 Approving Annual Standby Assessment Fees for Indian Rock Vineyards Subdivision (Sewer), West Point Improvement District 3 (Water), Ebbetts Pass Improvement District 5 (Water), Jenny Lind Improvement District 6, Copper Cove Improvement District 7 (including Copperopolis Townsite)(Water), Saddle Creek Subdivision Improvement District 7 (Water), and Copper Cove / La Contenta Improvement District 8 (Sewer) in one unified motion.

DISCUSSION: Mr. Meyer discussed the annual standby assessments and the improvement district fees assessed for each district and responded to questions from the Board.

PUBLIC COMMENT: There was no public comment.

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

President Thomas closed the Public Hearing at 1:15 p.m.

5. NEW BUSINESS

- 5a Discussion/Action Regarding Consideration of Construction Contract for the Techite Pipeline Replacement Project, CIP #11084
(Charles Palmer, District Engineer)

DISCUSSION: Mr. Palmer presented the bids for the construction contract for the Techite Pipeline Replacement Project. He reviewed the scope of the project and the bid tabulations. He explained that the bids were significantly above the project estimate. Staff recommends rejecting the bids, revising and simplifying the project, and put it out for bid again sometime in October. The Board directed Staff as recommended.

PUBLIC COMMENT: There was no public comment.

- 5b Discussion/Action regarding approving a Sewer System Management Plan Update
(Damon Wyckoff, Director of Operations) **RES 2019-42**

MOTION: **Directors Ratterman/Underhill – Approved the Sewer System Management Plan Update (SSMP)**

DISCUSSION: Mr. Wyckoff introduced consultants Chantelle Garvin and Jennifer Lau Larsen from Kennedy Jenks. Ms. Garvin and Ms. Lau Larsen presented the changes to the SSMP. It is a state mandate to update the SSMP every five years. Staff responded to questions from the Board on the updates.

PUBLIC COMMENT: There was no public comment.

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

- 5c Discussion/Direction Regarding Proposed Changes to District Capacity Fees and Base Rates Related to State-Mandated Fire Sprinkler Systems
(Joel Metzger, External Affairs Manager)

DISCUSSION: Mr. Metzger reviewed the proposed changes to the Districts capacity fees and base rates related to state-mandated fire sprinklers. The proposal is to allow new developments that require a larger meter for fire sprinklers to purchase a 1-inch meter at the same capacity fee and base rate as a 5/8-inch meter. This will require an amendment to Ordinance 2006-03 Setting of Water and Wastewater Capacity Charges, and 2018-01 Modifying Rates for Water and Wastewater Service. A Table Note will be added to each of these Ordinances stating: Residential customers who require a 1-inch meter to comply with state-mandated fire sprinkler system flow requirements will be charged the same capacity fees as customers with 5/8-inch meters. Customers requiring meters larger than 1-inch to meet state-mandated fire sprinkler system flow requirements must pay the applicable capacity fees.

The only additional cost for the builder would be the actual cost of the meter and installation itself. Mr. Metzger stated there will also be a policy created for water audits on these meters to ensure these homes do not actually use the water capacity of a 1 inch meter. If they do, they can be changed to the 1 inch meter rates. There was discussion between staff and the Board and the Board directed staff to bring this back for a public hearing on June 26th for adoption.

PUBLIC COMMENT:

Mike Evans from Denova Homes addressed the Board regarding how developers currently work around the meter size for fire sprinklers.

6. REPORTS

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

DISCUSSION: Mr. Wyckoff presented the May 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

Mr. Minkler reported on the following activities: 1) he attended a Tuolumne Utility District Tour; 2) PG&E Public Safety Power Shutoff Program (PSPS) preparation and local Fire Chief meetings; 3) there has been testing on the Slurry line and testing will continue soon. The Board will be updated on the progress; 4) The District is doing some equipment sharing with Utica Water & Power; 5) working with Angels Camp staff and other local agencies regarding PSPS preparation; 6) the County Dig Once Policy. The County has scheduled a meeting at CCWD next month for utility companies to provide comments; 7) the Salary survey should be done this week and the Board will be updated; 8) the Customer Service Manager transition is going very smoothly; 9) Section 219 Authorization is now allowing new project starts. Ms. O'Connell from O'Connell and Dempsey has been integral to the process; and 10) Ms. O'Connell is also assisting with Section 14 Emergency Streambed Stabilization through the Army Corp of Engineers for the Huckleberry lift station.

Director Thomas left the meeting at 2:45 p.m.

7. BOARD REPORTS / INFORMATION / FUTURE AGENDA ITEMS

Director Secada said there was no Tuolumne-Stanislaus Integrated Regional Water Management Joint Powers Authority meeting last month but she participated in a Disadvantaged Community Involvement Committee.

Director Davidson stated that he would like to see a proactive press release sent out regarding the PSPS, advising how the District is handling it.

Director Ratterman said Calaveras Amador Mokelumne River Authority is meeting next week and Mountain Counties Water Resources is having a tour on June 27.

Approved July 10, 2019

Director Underhill asked about the ACWA Region 3 Wildfire preparation meeting. Mr. Minkler responded about that meeting. Director Underhill also attended the Blue Lake Springs Annual Shareholders meeting.

8. NEXT BOARD MEETINGS

- Wednesday, June 26, 2019, 1:00 p.m., Regular Board Meeting
- Wednesday, July 10, 2019, 1:00 p.m., Regular Board Meeting

Director Thomas returned to the meeting at 3:00 p.m.

9. CLOSED SESSION

The meeting adjourned into Closed Session at approximately 3:02 p.m. Those present were Board Members: Russ Thomas, Bertha Underhill, Cindy Secada, Scott Ratterman, and Jeff Davidson, staff member Michael Minkler General Manager; and Counsel Dave Cameron.

- 9a Conference with Legal Counsel – Existing Litigation Government Code § 54956.9(a) Calaveras County Water District v. Pacific Gas & Electric Company Sacramento Superior Court Case No. 34-2018-00238630-CU-PO-GDS
- 9b Conference with Legal Counsel – Existing Litigation Government Code § 54956.9(a) La Contenta Investors, LTD vs. CCWD (Calaveras County Superior Court #11CV37713)

10. REPORTABLE ACTION FROM CLOSED SESSION

The Board reconvened into Open Session at approximately 3:40 p.m. There was no reportable action.

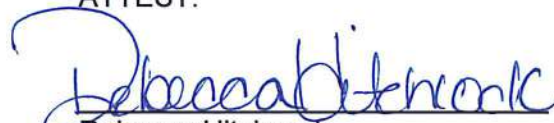
11. ADJOURNMENT

With no further business, the meeting adjourned at approximately 3:40 p.m.

By:


Michael Minkler
General Manager

ATTEST:


Rebecca Hitchcock
Clerk to the Board