

RESOLUTION NO. 2019-22
RESOLUTION NO. PFA-03
ORDINANCE NO. 2019-01

MINUTES

**CALAVERAS COUNTY WATER DISTRICT
REGULAR BOARD MEETING**

April 10, 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
Peter Martin, Manager of Water Resources
Damon Wyckoff, Director of Operations
Joel Metzger, Manager of External Affairs, Conservation, and Grants

Others Present: Laura Clarke, Enterprise Fleet Management
Jay Caponetti, Enterprise Fleet Management

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 Ratterman/Underhill - Approved Consent Agenda Items:
3a, 3b, 3c, 3d, and 3e as presented**

3a Approval of Minutes for the Board Meetings of February 13 and February 27, 2019.

- 3b Review Board of Directors Monthly Time Sheets for March, 2019.
- 3c Ratify Claim Summary #565 Secretarial Fund in the Amount of \$2,341,633.12 for March, 2019 (Jeffrey Meyer, Director of Administrative Services) **RES 2019-22**
- 3d Cancellation of the May 8, 2019 Board Meeting
- 3e Action Regarding State Legislation in the 2018-19 Session

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

4. **NEW BUSINESS**

- 4a Discussion / Action Regarding Enterprise Fleet Management Vehicle Lease Program
(Damon Wyckoff, Director of Operations)

DISCUSSION: Laura Clark and Jay Caponetti, from Enterprise Fleet Management presented their proposal to save the District resources and budget dollars through a managed vehicle lease program. They reviewed the lease details and how the program works, including maintenance needs. There was significant discussion on the various aspects of the lease program. The Board would like this item brought back to a future meeting for possible action, with some additional comparison details.

PUBLIC COMMENT: There was no public comment.

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

- 4b Presentation / Discussion Regarding FY 2019-20, 5-Year Capital Improvement Program
(Charles Palmer, District Engineer)

DISCUSSION: Mr. Palmer presented the draft Fiscal Year 2019-2020 5-Year Capital Improvement Program (CIP). He reviewed the proposed projects for both water and wastewater in detail. There was discussion between Mr. Palmer and the Board regarding the CIP projects.

PUBLIC COMMENT: There was no public comment.

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

- 4c Approval to Designate the General Manager as Authorized Agent to Submit a USDA Grant and Loan Application **RES 2019-23**
(Joel Metzger, Manager of External Affairs, Conservation, and Grants)

MOTION: **Directors Davidson/Secada – Adopted Resolution No. 2019-23 to Designate the General Manager as Authorized Agent to Submit a USDA Grant and Loan Application**

DISCUSSION: Mr. Metzger addressed the Board about the USDA grant loan application. He discussed the process along with the need for authorized signing agents amongst staff.

PUBLIC COMMENT: There was no public comment.

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

5. OLD BUSINESS

There was nothing to report

6. REPORTS

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

DISCUSSION: Mr. Wyckoff presented the March 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) the trip to Washington D.C. and the various meetings the team had with high-level agency and legislative staff 2) he is still doing site visits to the various CCWD facilities; and 3) the UWPA Hwy 4 coordination meeting and that there were many agencies participating in the meeting.

7. BOARD REPORTS / INFORMATION / FUTURE AGENDA ITEMS

Director Underhill attended the Central Sierra Voluntary Organizations Active in Disaster (VOAD) and brought an application for CCWD to apply for a free membership. She would also like to propose changing the meetings back to 9:00 a.m., asking for a future agenda item to discuss.

Director Ratterman said the Mountain Counties Water Resources Association (MCWRA) meeting in Yuba City starts tomorrow for a two day tour of the area facilities. CAMRA is meeting next Wednesday in the CCWD Board Room at 2:30 p.m. He also discussed the potential Calaveras Public Utilities District (CPUD) rate increase. There will be a CPUD meeting next Tuesday presenting the proposed rates.

Director Secada spoke about the Tuolumne-Stanislaus Integrated Regional Water Management Joint Powers Authority (T-STAN) meeting last week.

Director Davidson talked about the trip to Washington D.C. and the inclusion of County Supervisor Garamendi. He thought having the coordination of the County and CCWD was very beneficial. He mentioned that the Forest Management and the Bureau of Reclamation meetings were very positive. He also spoke highly of Mia O'Connell and her efforts and Michael Minkler for his knowledge during the meetings after only being the General Manager for 6 weeks.

Approved May 15, 2019

Director Thomas also spoke about the Washington, D.C trip and gave praise to Michael Minkler and Director Davidson for their expertise during the trip.

8. **NEXT BOARD MEETINGS**

- Wednesday, April 24, 2019, 1:00 p.m., Regular Board Meeting
- Wednesday, May 8, 2019, 1:00 p.m., Regular Board Meeting (Cancelled-Approved under Consent Agenda)
- Wednesday, May 22, 2019, 1:00 p.m., Regular Board Meeting

9. **ADJOURNMENT**

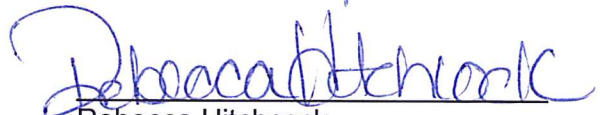
With no further business, the meeting adjourned at approximately 3:05 p.m.

By:



Michael Minkler
General Manager

ATTEST:



Rebecca Hitchcock
Clerk to the Board