

MINUTES

CALAVERAS COUNTY WATER DISTRICT REGULAR BOARD MEETING

MARCH 27, 2024

Directors Present: Russ Thomas President
Bertha Underhill, Vice-President
Scott Ratterman, Director
Cindy Secada, 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
Kelly Richards, Customer Service Supervisor
Kelly Gerkenmeyer, External Affairs Manager
Stacey Lollar, Human Resources Manager*
Kate Jesus, Human Resources Technician*
Mark Rincon Ibarra, District Engineer*
Juan Maya, Civil Engineer*
Sam Singh, Engineering Technician*
Haley Airola, Engineering Coordinator*
Dylan Smith, IT Technician*
Corinne Skrbina, Customer Service*
Tiffany Burke, Administrative Technician*
Michael Bear, Accountant*
Kylie Muetterties, Accountant*
Kelly Soulier-Doyle, Accounting Technician*

Others Present: Jacob Erickson, Streamline*
Doelon Arriola, Streamline*
Francisco de la Cruz
Michael Castro
Al Segalla

ORDER OF BUSINESS

CALL TO ORDER / PLEDGE OF ALLEGIANCE

1. ROLL CALL

President Thomas called the Regular Board Meeting to order at 1:01 p.m. and led the Pledge of Allegiance. All Directors were present.

2. PUBLIC COMMENT: Public comments were given by Kelly Richards and Michael Minkler.

3. CONSENT AGENDA

3a Approval of Minutes for the Board Meeting of February 14 and February 28, 2024
(Rebecca Hitchcock, Clerk to the Board)

3b Report on the Monthly Investment Transactions for February 2024
(Michael Minkler, General Manager)

Item 3c was pulled from the Consent Agenda at the request of Calaveras County
3c Support for the Calaveras Affordable Workforce Housing Facility Funding Request
(Kelly Gerkenmeyer, External Affairs Manager)

MOTION: Director Davidson moved to approve the Consent Agenda Items 3a and 3b, Director Ratterman seconded the motion, and it was approved (5-0).

PUBLIC COMMENT Public comment was given by Francisco de la Cruz.

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

4. NEW BUSINESS

4a [Discussion/Action regarding transitioning to Streamline Website Services](#)
(Kelly Gerkenmeyer, External Affairs Manager)

DISCUSSION: Kelly Gerkenmeyer, External Affairs Manager presented Streamline Website Services and responded to questions. Jacob Erickson and Doelon Arriola, from Streamline gave a presentation of the capabilities of the website and responded to questions.

PUBLIC COMMENT: Public comments were given by Francisco de la Cruz, Mike Castro, and Al Segalla.

RECESS was called at 2:20 p.m. **SESSION RESUMED** at 2:28 p.m.

4b [Online Smart Meter Customer Portal Demonstration](#)
(Kelly Richards, Business Services Manager)

DISCUSSION: Kelly Richards, Business Services Manager, gave a live demonstration of the newly launched customer portal and responded to questions.

PUBLIC COMMENT: Public comment was given by Francisco de la Cruz.

5. REPORTS

5a [General Manager's Report](#)
(Michael Minkler)

Mr. Minkler reported on the following activities: 1) the Engineering Committee meeting; 2) the Legal Affairs Committee meeting; 3) budget preparation; 4) onboarding Eide Bailly Consulting; 5) onboarding Landstedt Consulting for grants; 6) the Ad hoc Property Committee meeting; 7) the Finance module of Tyler; 8) the upcoming ACWA Legislative symposium and cancelling the April

10th meeting; 9) thanks to the City of Angels Camp and Senator Alvarado-Gil for the letters of support for budget appropriations from the Army Corps of Engineers; and 10) the letter of support being pulled from the agenda.

6. BOARD REPORTS / INFORMATION / FUTURE AGENDA ITEMS

Director Underhill had nothing to report.

Director Ratterman reported on the ACWA Legislative Symposium, Mountain Counties Legislative Days, the Legal Affairs Committee meeting, and a future agenda item of an ADU Policy review.

Director Davidson had nothing to report.

Director Seada asked if she could attend the Special Engineering committee meeting in person if she did not participate.

Director Thomas had nothing to report.

7. NEXT BOARD MEETINGS

- Wednesday, April 10, 2024, 1:00 p.m., Regular Board Meeting-Cancelled
- Wednesday, April 24, 2024, 1:00 p.m., Regular Board Meeting

8. CLOSED SESSION

The meeting adjourned into Closed Session at approximately 4:37 p.m. Those present were Board Members: Scott Ratterman, Cindy Secada, Russ Thomas, Bertha Underhill, and Jeff Davidson; staff members Michael Minkler, General Manager, John Coleman, Manager of Water Resources (for item 8b), and Kelly Gerkenmeyer, External Affairs Manager (for item 8b); and General Counsel Matt Weber.

8a Government Code § 54957.6 Agency Negotiators: General Manager Michael Minkler, HR Manager Stacey Lollar regarding Negotiations with Employee Organization SEIU Local 1021 and Management and Confidential Unit

8b Conference with Legal Counsel – Anticipated Litigation. Significant exposure to litigation pursuant to subdivision (d)(2) of Government Code section 54956.9. - two potential cases

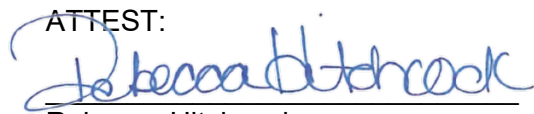
9. REPORTABLE ACTION FROM CLOSED SESSION

The Board reconvened into Open Session at approximately 4:40 p.m. There was no reportable action.

10. ADJOURNMENT

With no further business, the meeting adjourned at approximately 4:41 p.m.

By: 
Michael Minkler
General Manager

ATTEST: 
Rebecca Hitchcock
Clerk to the Board