



**RESOLUTION NO. 2024-01**  
**RESOLUTION NO. PFA-01**  
**ORDINANCE NO. 2024-01**

## **AGENDA**

### **OUR MISSION**

**Protect, enhance, and develop Calaveras County's water resources and watersheds to provide safe, reliable, and cost-effective services to our communities.**

2021-2026 Strategic Plan, Adopted April 28, 2021, and can be viewed at this [link](#)

Regular Board Meeting  
Wednesday, January 10, 2024  
1:00 p.m.

[Calaveras County Water District](#)  
120 Toma Court  
San Andreas, California 95249

**Board Chambers are open to the public and the following alternative is available to members of the public who wish to participate in the meeting virtually:**

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### Microsoft Teams meeting

**Join on your computer, mobile app or room device**

[Click here to join the meeting](#)

Meeting ID: 295 957 501 767

Passcode: 922DvY

**Or call in (audio only)**

[+1 323-647-8603,,278504195#](#)

Phone Conference ID: 278 504 195#

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Administration Office at 209-754-3028. Notification in advance of the meeting will enable CCWD to make reasonable arrangements to ensure accessibility to this meeting. Any documents that are made available to the Board before or at the meeting, not privileged or otherwise protected from disclosure, and related to agenda items, will be made available at CCWD for review by the public.

## **ORDER OF BUSINESS**

### **CALL TO ORDER / PLEDGE OF ALLEGIANCE**

#### **1. ROLL CALL**

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### **BOARD OF DIRECTORS**

Russ Thomas, President  
Cindy Secada, Director

Bertha Underhill, Vice President  
Scott Ratterman, Director

Jeff Davidson, Director

**2. PUBLIC COMMENT**

**At this time, members of the public may address the Board on any non-agendized item. The public is encouraged to work through staff to place items on the agenda for Board consideration. No action can be taken on matters not listed on the agenda. Comments are limited to three minutes per person.**

**3. CONSENT AGENDA**

3a Approval of Minutes for the Board Meetings of October 25, November 15, December 1, and December 13, 2023  
(Rebecca Hitchcock, Clerk to the Board)

3b Review Board of Directors Monthly Time Sheets for December 2023  
(Rebecca Hitchcock, Clerk to the Board)

3c Ratify Claim Summary #622 Secretarial Fund in the Amount of \$2,997,487.50 for December 2023  
(Jeffrey Meyer, Director of Administrative Services) **RES 2024-\_\_\_\_\_**

**4. NEW BUSINESS**

4a\* Recognition of Charles Palmer's Retirement after 20 Years with the District  
(Mark Rincon-Ibarra, District Engineer) **RES 2024-\_\_\_\_\_**

4b Discussion/Action regarding Assignments to District Committees of the Board and Representatives for Joint Powers Authorities for 2024  
(Russ Thomas, Board President)

4c\* ACWA JPIA President's Special Recognition Award  
(Scott Ratterman, Director)

4d\* Update on Hydrological Conditions  
(Kelly Gerkenmeyer, External Affairs Manager)

**6. REPORTS**

6a Report on the December 2023 Operations Department  
(Damon Wyckoff, Director of Operations)

6b\* General Manager's Report  
(Michael Minkler)

**7. BOARD REPORTS / INFORMATION / FUTURE AGENDA ITEMS**

**8. NEXT BOARD MEETINGS**

- Wednesday, January 24, 2024, 1:00 p.m., Regular Board Meeting
- Wednesday, February 14, 2024, 1:00 p.m., Regular Board Meeting

**9. CLOSED SESSION**

9a 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

9b Conference with Legal Counsel – Anticipated Litigation. Significant exposure to litigation pursuant to subdivision (d)(2) of Government Code section 54956.9. - two potential cases

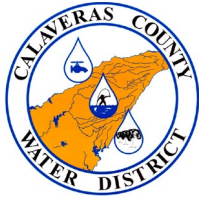
**10. REPORTABLE ACTION FROM CLOSED SESSION**

**11. ADJOURNMENT**

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## MINUTES

### CALAVERAS COUNTY WATER DISTRICT REGULAR BOARD MEETING

OCTOBER 25, 2023

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

Directors Absent: Cindy Secada, Director

Staff Present: Michael Minkler, General Manager  
Matt Weber Esq, General Counsel  
Rebecca Hitchcock, Clerk to the Board  
Damon Wyckoff, Director of Operations  
Jeff Meyer, Director of Administrative Services  
Stacey Lollar, Human Resources Manager  
Mark Rincon Ibarra, District Engineer  
Pat Burkhardt, Construction and Maintenance Manager  
Kelly Richards, Customer Service Supervisor  
Kelly Gerkenmeyer, Water Resources Technician  
Kate Jesus, Human Resources Tech  
Kate Darby, Customer Service  
Kevin Williams, Senior Civil Engineer  
Dylan Smith, IT Technician  
Corinne Skrbina, Customer Service  
Kelly Soulier-Doyle, Accounting Tech  
Tiffany Burke, Administrative Technician  
Catherine Eastburn, Accountant

Others Present: Ralph Copeland  
Justin Downing  
Stacie Walker  
Cindy Secada

### ORDER OF BUSINESS

#### CALL TO ORDER / PLEDGE OF ALLEGIANCE

##### 1. ROLL CALL

President Ratterman called the Regular Board Meeting to order at 1:00 p.m. and led the Pledge of Allegiance. Director Secada was absent.

## 2. PUBLIC COMMENT

Ralph Copeland stated that director Davidson and Ratterman owe Director Secada an apology for asking so many questions during the last Board Meeting.

Justin Downing from West Point asked for an agenda item on a potential termination of service at his property.

## 3. CONSENT AGENDA

**MOTION: Directors Thomas/Davidson-Approved Consent Agenda Item:  
3a as presented.**

3a Report on the Monthly Investment Transactions for September 2023  
(Jeffrey Meyer, Director of Administrative Services)

**AYES: Directors Thomas, Davidson, Underhill, and Ratterman**

**NOES: None**

**ABSTAIN: None**

**ABSENT: Director Secada**

President Ratterman opened the Public Hearing at 1:05 p.m.

## 4. PUBLIC HEARING

4a Discussion/Action regarding Approval of the District's Capital R&R Rate Ordinance and amending Financial Management Policy – No. 5.00, Budget and Fiscal Policies  
(Jeffrey Meyer, Director of Administrative Services)

- Approval of Designated Funding Levels for the Water and Wastewater Capital Improvement Program

**ORD 2023-02**

**MOTION: Directors Davidson/Thomas-Adopted Ordinance 2023-02- Approving  
Designated Funding Levels for the Water and Wastewater Capital  
Improvement Program**

**Discussion:** Jeffrey Meyer stated after the approved Rate Study separated the Capital Renovation and Replacement (Capital R&R) funding requirements from the rates and rate ordinance. Staff recommend a new capital funding ordinance with an updated Section 5.00.4, Capital Improvement Policies, and Section 5.00.7, Rate Setting Policies of the Financial Management Policy 5.00. He reviewed the proposed ordinance and policy; the Board was concerned about escalating construction costs and requested that the base funding allocations of \$3.4million in water capital funding and \$1.3 million in wastewater capital funding be adjusted annually by the Engineering News Review (ENR) building cost index to account for future construction cost increases.

There was discussion by the Board regarding the minimum being the floor in Capital Improvements spending. Director Thomas stated this Ordinance requires a 4/5 vote by the Board in order to move this funding from Capital Improvements to any other fund.

**PUBLIC COMMENT:** There was no public comment.

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

- Amendment of the District's Financial Management Policy – No. 5.00, Budget and Fiscal Policies **RES 2023-56**

**MOTION:** Directors Davidson/Thomas- Amended the District's Financial Management Policy – No. 5.00, Budget and Fiscal Policies

**Discussion:** Jeffrey Meyer had no further comment.

**PUBLIC COMMENT:** There was no public comment.

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

## 5. **REPORTS**

5a General Manager's Report  
(Michael Minkler)

**DISCUSSION:** Michael Minkler reported on the following items: 1) the Washington, D.C. Legislative visits; 2) the status of the Army Corps appropriations; 3) the tour of the Jenny Lind treatment plant with customers; 4) announced the promotion of Kelly Gerkenmeyer to the External Affairs Manager; 5) reservoir conditions for next year; 6) the Green Gen Mokelumne River Storage group; 7) creation of a Water Resources team with several staff members in Brad Arnold's absence; 8) a new Civil Engineer will begin working on November 1<sup>st</sup>; and 9) the CPPA Grant awarded to CCWD.

**PUBLIC COMMENT:** Ralph Copeland asked about Senator Feinstein's replacement and asked for a report out on the Washington, D.C. meetings.

## 6. **BOARD REPORTS / INFORMATION / FUTURE AGENDA ITEMS**

Director Thomas had nothing to report.

Director Davidson reported on the Washington, D.C. meetings item of discussion on Forest Management, appropriations, FERC reform, ACWA DC staff, and Senator Butler.

Director Underhill reported that White Pines Park is closing in November. She also brought up the repeal effort for the UPUD rate increase.

Director Ratterman also discussed the Washington, D.C. trip, McClintock working hard for the District, and the Jenny Lind tour, which was phenomenal.

## 7. **NEXT BOARD MEETINGS**

- Wednesday, November 15, 2023, 1:00 p.m., Special Board Meeting
- Wednesday, December 13, 2023, 1:00 p.m., Regular Board Meeting

**8. CLOSED SESSION**

The closed session was cancelled.

- 8a Conference with Legal Counsel – Anticipated Litigation. Significant exposure to litigation pursuant to subdivision (d)(2) of Government Code section 54956.9. 1 potential cases
- 8b Government Code § 54957.6 Agency Negotiators: General Manager Michael Minkler, HR Manager Stacey Lollar regarding Negotiations with Employee Organizations SEIU Local 1021 and Management and Confidential Unit

**9. ADJOURNMENT**

With no further business, the meeting adjourned at 2:01 p.m.

Respectfully Submitted:

ATTEST:

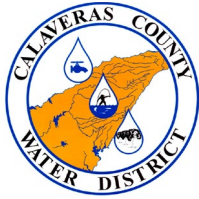
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Michael Minkler  
General Manager

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Rebecca Hitchcock  
Clerk to the Board





## MINUTES

### CALAVERAS COUNTY WATER DISTRICT SPECIAL BOARD MEETING

NOVEMBER 15, 2023

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

Directors Absent: 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  
Jeff Meyer, Director of Administrative Services  
Stacey Lollar, Human Resources Manager  
Mark Rincon Ibarra, District Engineer  
Pat Burkhardt, Construction and Maintenance Manager  
Kelly Richards, Customer Service Supervisor  
Kelly Gerkenmeyer, Water Resources Technician

Kate Darby, Customer Service  
Kevin Williams, Senior Civil Engineer  
Dylan Smith, IT Technician  
Corinne Skrbina, Customer Service  
Kelly Soulier-Doyle, Accounting Tech  
Tiffany Burke, Administrative Technician  
Catherine Eastburn, Accountant

Others Present: Karl Brustad, PBI  
Ralph Copeland  
Justin Downing  
Stacie Walker  
Francisco de la Cruz  
Michael Rodgers  
Michael Castro

### ORDER OF BUSINESS

#### CALL TO ORDER / PLEDGE OF ALLEGIANCE

##### 1. ROLL CALL

President Ratterman called the Regular Board Meeting to order at 1:01 p.m. and led the Pledge of Allegiance. Director Davidson was absent.

**2. PUBLIC COMMENT**

Justin Downing addressed the Board regarding the variance deposit. He would like a variance from the variance policy.

Randy Scheit addressed the Board regarding how the District assesses commercial sewer rates. His business had made modifications to the fixture count and would like a reassessment done. He also asked for the District to clean up an empty lot in his neighborhood.

Jake Eymann from NCPA introduced himself to the Board.

Mark Rincon-Ibarra, District Engineer introduced the new Engineer, Juan Maya.

Francisco de la Cruz asked the Board about agency negotiations and benchmarking other agencies. He would also like an update on the progress of the District metrics.

**3. CONSENT AGENDA**

**MOTION: Directors Thomas/Secada-Approved Consent Agenda Item:  
3a, 3b, and 3d as presented.**

3a Approval of Minutes for the Board Meetings of September 6 and September 13, 2023  
(Rebecca Hitchcock, Clerk to the Board)

3b Approval of Additional Ground Space Lease Agreement Between Calaveras County  
Water District and New Cingular Wireless PCS, LLC.  
(Rebecca Hitchcock, Clerk to the Board) **RES 2023-57**

***Director Underhill pulled Item 3c from the Consent Agenda***

3c Ratify Claim Summary #620 Secretarial Fund in the Amount of \$1,913,258.74 for  
October 2023  
(Jeffrey Meyer, Director of Administrative Services) **RES 2023-\_\_\_\_\_**

3d Report on the Monthly Investment Transactions for October 2023  
(Jeffrey Meyer, Director of Administrative Services)

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

**OFF CONSENT AGENDA**

***Director Underhill pulled Item 3c from the Consent Agenda***

3c Ratify Claim Summary #620 Secretarial Fund in the Amount of \$1,913,258.74 for  
October 2023  
(Jeffrey Meyer, Director of Administrative Services) **RES 2023-58**

**MOTION: Directors Underhill/Thomas-Adopted Resolution No. 2023-58-Ratifying  
Claim Summary #620 Secretarial Fund in the Amount of \$1,913,258.74  
for October 2023.**

**DISCUSSION:** Jeff Meyer explained the new chart at the end of the Claim Summary. He stated the Board previously asked for a CIP percentage of budget report. He stated that the full picture of this is presented at the Engineering Committee meetings and the budget status report monthly at the Finance Committee meetings. There was significant discussion regarding the projects on the chart.

**PUBLIC COMMENT:**

Francisco de la Cruz asked about Corp Yard expenditure of \$4000.00 over budget.

Mike Rodgers recommended changes to this new chart that gives a column for the project budget and a column for the fiscal year budget. He also asked something that shows if the project is being managed internally or externally.

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

**4. NEW BUSINESS**

4a Discussion/Action regarding Acceptance of Ebbetts Pass Redwood Water Tanks Wildfire Hazard Mitigation Project (Kevin Williams, Senior Civil Engineer)

- Accepting the Ebbetts Pass Redwood Water Tank Wildfire Hazard Mitigation Project, CIP #11095 and Larkspur Water Storage Tank Replacement CIP#11083L-120

**RES 2023-59**

**MOTION: Directors Thomas/Secada Adopted Resolution No. 2023-59- Accepting the Ebbetts Pass Redwood Water Tank Wildfire Hazard Mitigation Project, CIP #11095 and Larkspur Water Storage Tank Replacement CIP#11083L-120**

**DISCUSSION:** Kevin Williams reviewed the project with the Board. All work has been completed, tested and disinfected and is fully operational in accordance with the Contract Drawings and Specifications.

He explained the District had been notified that Cal-OES has additional unused funds available as part of this Hazard Declaration, and the District is working with the State Representative to secure these funds for our Project. The District has requested additional funding in the amount of \$949,798.42 from Cal-OES to make up for the shortfalls in Project Budget developed in 2017 during the grant application process.

The additional Project costs can be attributed to yearly construction cost increases (ENRI) since the original estimate of the Project, as well as extra work that was necessary during construction. This Project was designed and managed in house by District staff without outside design or construction management services.

The original budget approved by Cal-OES was \$2,843,432 total with \$2,132,574 (75%) grant and \$710,858 (25%) matching funds.

**PUBLIC COMMENT:** There was no public comment.

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

- Accepting the Ebbetts Pass Redwood Water Tank Wildfire Hazard Mitigation Project Tank Materials and Erection, CIP #11095A and Larkspur Water Storage Tank Materials and Erection CIP#11083L-120

**RES 2023-60**

**MOTION:** Directors Thomas/Secada-Adopted Resolution No. 2023-60- Accepting the Ebbetts Pass Redwood Water Tank Wildfire Hazard Mitigation Project Tank Materials and Erection, CIP #11095A and Larkspur Water Storage Tank Materials and Erection CIP#11083L-120

**DISCUSSION:** There was no additional discussion on this item.

**PUBLIC COMMENT:** There was no public comment.

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

- 4b Discussion/Action regarding Approval of Contract Amendment for PBI, Inc. Engineering Services During Construction for Copper Cove Phase 1 & 2 Tank B and Clearwell Project, CIP # 11083C  
(Charles Palmer, Senior Civil Engineer)

**RES 2023-61**

**MOTION:** Directors Thomas/Underhill-Adopted Resolution No. 2023-61- Approving Contract Amendment for PBI, Inc. Engineering Services During Construction for Copper Cove Phase 1 & 2 Tank B and Clearwell Project, CIP # 11083C

**DISCUSSION:** Mark Rincon-Ibarra stated through the construction phase, staff needs engineering assistance to assure successful project delivery. It's a common practice for services of the design engineer to carry over into the construction phase. Staff recommends an amendment to its contract with PBI to add engineering services during construction. The initial award of the design contract to PBI was secured through a competitive process. The additional scope of work to be added to PBI's contract includes reviewing shop drawings, responding to requests for information, assisting with change orders, leading construction meetings, preparing as-built drawings, performing materials testing and special inspections, and conducting environmental pre-construction surveys. PBI's estimated fees for the added scope of work is \$257,615.

PBI is proposing other contract adjustments both cost increases and credits as shown in the attached budget reallocation. PBI is proposing another \$99,522 in additional scope of work items bringing the

total extra fees to \$357,137. However, PBI is presenting a credit of \$215,947 for eliminating or reduced effort on other tasks. After accounting for all added costs and credits, PBI proposed a contact amendment of \$141,190 incorporating all changes in scope. Karl Brustad from PBI addressed the Board regarding the contract adjustments.

**PUBLIC COMMENT:**

Ralph Copeland requested an agenda item to lower the General Manager's signing authority.

Michael Rodgers stated Engineering services should be included in the RFP process.

**AYES:** Directors Underhill, Thomas, Secada, and Ratterman

**NOES:** None

**ABSTAIN:** None

**ABSENT:** Director Davidson

**RECESS** was called at 2:23 p.m. **SESSION RESUMED** at 2:33 p.m.

- 4c Update on Agreement Between Department of Army and the Calaveras County Water District for Design and Construction Assistance for the Copper Cove Wastewater Treatment Plant Project  
(Charles Palmer, Senior Civil Engineer)

**DISCUSSION:** Mark Rincon-Ibarra stated on November 6, 2024, the District received an executed copy of the Letter Report and approved version of the initial Project Partnership Agreement (PPA) from the Department of Army (USACE). The General Manager signed and returned the initial PPA and certifications and returned the executed documents to USACE. This milestone allows the District and USACE staff to resume work on the project. There was discussion regarding the process and the pending appropriations.

**PUBLIC COMMENT:**

**5. REPORTS**

- 5a Report on the October 2023 Operations Department  
(Damon Wyckoff, Director of Operations)

**DISCUSSION:** Mr. Wyckoff presented the October 2023 Monthly Operations report. He reviewed items of interest and answered questions from the Board.

**PUBLIC COMMENT:**

Michael Rodgers would like to see information on leak repair work compared to planned work.

- 5b General Manager's Report  
(Michael Minkler)

**DISCUSSION:** Michael Minkler reported on the following items: 1) Damon Wyckoff is now in an advisory roll with the CA Air Resources Board Implementation Group; 2) the MCWRA meeting tomorrow; 3) The District's Water Resources water rights extensions are now coming due; 4) a town hall meeting in Copperopolis on December 6<sup>th</sup>; 5) the Engineering and External Relations Committee meetings last week; and 6) follow-up meeting from the Washington, D.C. meetings with USDA regarding Infrastructure Funding and the Office of Management and Budget.

**PUBLIC COMMENT:**

Francisco de la Cruz commented on available vehicle conversion grants from the San Joaquin County Air Resources Board.

**6. BOARD REPORTS / INFORMATION / FUTURE AGENDA ITEMS**

Director Underhill asked about record keeping on leaks around the District. She spoke about the UPUD town hall meeting.

Director Secada had nothing to report.

Director Thomas asked for someone at the District to do an assessment on this facility to see what CCWD would charge this building for water and sewer service.

Director Ratterman reported the ACWA Conference is next week and the MCWRA 2023 Fall Water Forum is tomorrow.

**7. NEXT BOARD MEETINGS**

- Wednesday, December 13, 2023, 1:00 p.m., Regular Board Meeting
- Wednesday, January 10, 2024, 1:00 p.m., Regular Board Meeting

**8. CLOSED SESSION**

The meeting adjourned into Closed Session at approximately 3:31 p.m. Those present were Board Members: Scott Ratterman, Cindy Secada, Bertha Underhill, and Russ Thomas; staff members Michael Minkler, General Manager and Stacey Lollar (for item 8b); and Matt Weber, General Counsel.

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

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

**9. REPORTABLE ACTION FROM CLOSED SESSION**

The Board reconvened into Open Session at approximately 4:33 p.m. There was no reportable action.

**10. ADJOURNMENT**

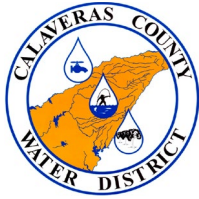
With no further business, the meeting adjourned at approximately 4:33 p.m.

By:

ATTEST:

\_\_\_\_\_  
Michael Minkler  
General Manager

\_\_\_\_\_  
Rebecca Hitchcock  
Clerk to the Board



## MINUTES

### CALAVERAS COUNTY WATER DISTRICT SPECIAL BOARD MEETING

DECEMBER 1, 2023

Directors Present: Scott Ratterman, President  
Russ Thomas, Vice-President  
Cindy Secada, Director

Directors Absent Bertha Underhill, 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  
Jesse Hampton, Plant Operations Manager  
Kelly Gerkenmeyer, Water Resources Technician

Others Present: Patrick Veasy, Downey Brand

### ORDER OF BUSINESS

#### CALL TO ORDER / PLEDGE OF ALLEGIANCE

##### 1. ROLL CALL

President Ratterman called the Regular Board Meeting to order at 11:10 a.m. and led the Pledge of Allegiance. Directors Underhill and Davidson were absent.

##### 2. PUBLIC COMMENT:

There was no public comment.

##### 3. CLOSED SESSION

The meeting adjourned into Closed Session at approximately 11:12 a.m. Those present were Board Members: Scott Ratterman, Cindy Secada, and Russ Thomas; staff members Michael Minkler, General Manager; Matt Weber, General Counsel and Patrick Veasy, Special Counsel.

- 3a Conference with Legal Counsel – Pending Litigation. Government Code section 54956.9 (d)(1) - *In re: Aqueous Film-Forming Foams Products Liability Litigation*, MDL No. 2-18-mn-2873-RMG (D.S.C.); *City of Camden, et al. v. E.I. DuPont De Nemours and Company* (n/k/a EIDP, Inc.), et al., 2:23-cv-03230-RMG (D.S.C.); *City of Camden, et al. v. 3M Company*, Case No. 2:23-cv-03147-RMG (D.S.C.)

- 3b Conference with Legal Counsel – Anticipated Litigation. Significant exposure to litigation pursuant to subdivision (d)(2) of Government Code section 54956.9. 1 potential cases

**4. REPORTABLE ACTION FROM CLOSED SESSION**

The Board reconvened into Open Session at approximately 11:49 a.m.

The Board reported that the District has decided to opt out class action lawsuits of In re: Aqueous Film-Forming Foams Products Liability Litigation, MDL No. 2-18-mn-2873-RMG (D.S.C.); City of Camden, et al. v. E.I. DuPont De Nemours and Company (n/k/a EIDP, Inc.), et al., 2:23-cv-03230-RMG (D.S.C.); City of Camden, et al. v. 3M Company, Case No. 2:23-cv-03147-RMG (D.S.C.).

**10. ADJOURNMENT**

With no further business, the meeting adjourned at approximately 11:50 a.m.

By:

ATTEST:

\_\_\_\_\_  
Michael Minkler  
General Manager

\_\_\_\_\_  
Rebecca Hitchcock  
Clerk to the Board





## MINUTES

### CALAVERAS COUNTY WATER DISTRICT SPECIAL BOARD MEETING

DECEMBER 13, 2023

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

Staff Present: Michael Minkler, General Manager  
Matt Weber Esq, General Counsel  
Kate Jesus, Human Resources Tech  
Rebecca Hitchcock, Clerk to the Board  
Damon Wyckoff, Director of Operations  
Jeff Meyer, Director of Administrative Services  
Stacey Lollar, Human Resources Manager  
Mark Rincon Ibarra, District Engineer  
Charles Palmer, Senior Civil Engineer  
Juan Maya, Civil Engineer  
Pat Burkhardt, Construction and Maintenance Manager  
Kelly Richards, Customer Service Supervisor  
Kelly Gerkenmeyer, Water Resources Technician  
Kate Darby, Customer Service  
Kevin Williams, Senior Civil Engineer  
Dylan Smith, IT Technician  
Corinne Skrbina, Customer Service  
Kelly Soulier-Doyle, Accounting Tech  
Tiffany Burke, Administrative Technician  
Catherine Eastburn, Accountant

Others Present: Ralph Copeland  
Francisco de la Cruz  
Michael Rodgers  
Michael Castro

### **ORDER OF BUSINESS**

#### **CALL TO ORDER / PLEDGE OF ALLEGIANCE**

##### **1. ROLL CALL**

President Ratterman called the Regular Board Meeting to order at 1:00 p.m. and led the Pledge of Allegiance. All Directors were present with Directors Thomas and Secada attending virtually under provisions of AB 2449 Illness.

**2. PUBLIC COMMENT**

Ralph Copeland wished everyone a Merry Christmas.

Francisco de la Cruz addressed the Board about speaking with Habib Issac from IB Consulting. He asked for access to the worksheets used during the rate study.

**3. BOARD RECONSTITUTION AND ELECTION OF OFFICERS**

- 3a Discussion/Action regarding Board of Directors Election of Officers  
(Michael Minkler, General Manager)

Mr. Minkler called for nominations for Board President for the 2024 year. Director Davidson nominated Director Thomas as President and Director Underhill seconded the nomination. There were no other nominations.

**MOTION: Directors Davidson/Underhill-Nominate Director Ratterman as Board President for the 2024 Year**

**PUBLIC COMMENT:** There was no public comment.

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

Mr. Minkler called for nominations for Board Vice President. Director Ratterman nominated Director Underhill as Board Vice President and Director Davidson seconded the motion. There were no other nominations.

**MOTION: Directors Ratterman/Davidson - Nominate Director Underhill as Board Vice President for the 2024 Year**

**PUBLIC COMMENT:** There was no public comment.

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

Mr. Minkler stated any committee assignments requested by the Board Members should be emailed or phoned to the Board Clerk who will forward the information to the Board President. Committee selections to joint powers authorities will be voted on at the January 10, 2024 meeting.

**4. CONSENT AGENDA**

**MOTION: Directors Davidson/Ratterman-Approved Consent Agenda Item: 4a, 4b, 4c, 4d, and 4e as presented.**

- 4a Approval of Minutes for the Board Meetings of September 13 (revised), September 27, and October 11, 2023  
(Rebecca Hitchcock, Clerk to the Board)

- 4b Review Board of Directors Monthly Time Sheets for October and November 2023  
(Rebecca Hitchcock, Clerk to the Board)
- 4c Ratify Claim Summary #621 Secretarial Fund in the Amount of 3,410,666.23 for  
November 2023  
(Jeffrey Meyer, Director of Administrative Services) **RES 2023-62**
- 4d Report on the Monthly Investment Transactions for November 2023  
(Jeffrey Meyer, Director of Administrative Services)
- 4e Approval of the Adoption of the Public Agencies Post-Employment Benefits  
Trust Administered by Public Agencies Retirement Services (PARS)  
(Jeffrey Meyer, Director of Administrative Services) **RES 2023-63**

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

**5. NEW BUSINESS**

- 5a Discussion/Action regarding the Amendment of the Fiscal Year 2023-24 Personnel  
Allocation Budget  
(Stacey Lollar, HR Manager) **RES 2023-64**

**MOTION: Directors Davidson/Ratterman-Adopted Resolution No. 2023-64-  
Amending the Fiscal Year 2023-24 Personnel Allocation Budget**

**DISCUSSION:** Stacey Lollar requested an amendment to the Personnel Allocation Budget. The request is to add an Accountant position and explained that the budget for the position would come from the FERC Relicensing Reserve Fund. She stated that all three finance employees are eligible to retire withing the next three years. This recommended Accountant position would provide succession planning and project accounting for engineering. There was discussion on the plan moving forward beyond the 2023-24 budget. Director Secada would like this position re-evaluated within the next three years. Director Ratterman stated he appreciates the staff's creativity when it comes to succession planning. There was additional discussion regarding the current vacancies at the District.

**PUBLIC COMMENT:**

Mike Rodgers asked if the District considered a contract employee for the Accountant.

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

- 5b Discussion/Action regarding Proposed Amendment to Professional Services  
Agreement for HydroScience Engineers for the Arnold Wastewater Treatment  
Facilities Improvement Project, CIP #15095  
(Charles Palmer, Senior Civil Engineer) **RES 2023-65**

**MOTION:** Directors Davidson/Ratterman-Adopted Resolution No. 2023-65-Amendment to Professional Services Agreement for HydroScience Engineers for the Arnold Wastewater Treatment Facilities Improvement Project, CIP #15095

**DISCUSSION:** Mark Rincon-Ibarra stated that upon submitting a pre-application for initial evaluation for possible grant funding, CCWD was advised the service area appears to be an eligible as a disadvantaged community and to proceed with submitting a full construction grant application for the project. An Engineer's Report and Environmental Document must be prepared and submitted with the grant application. Staff requested the attached proposal, contract Amendment #3, from Hydroscience Engineers to prepare the Engineer's Report and to retain Dewberry as a subconsultant to prepare the necessary environmental documents. Staff requests authorization for Amendment #3 scope of work and fees totaling \$130,489.00 which the FY 2023-24 adopted budget has sufficient funding to cover. If able to secure this grant opportunity, it will have a significant beneficial outcome on the overall wastewater CIP program by bringing more funding into the program without further burdening our customers.

**PUBLIC COMMENT:**

There was no public comment.

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

**6. REPORTS**

6a Report on the November 2023 Operations Department  
(Damon Wyckoff, Director of Operations)

**DISCUSSION:** Mr. Wyckoff presented the November 2023 Monthly Operations report. He reviewed items of interest and answered questions from the Board.

**PUBLIC COMMENT:**

There was no public comment.

6b General Manager's Report  
(Michael Minkler)

**DISCUSSION:** Michael Minkler reported on the following items: 1) the Special Board meeting on December 1<sup>st</sup> to opt out of the PFAS settlements; 2) AB552 Drought Resiliency Planning; 3) the staff Water Resources committee; 4) talks between UTICA, UPUD, Angels Camp, and CCWD to create a plan for alternate water supplies; 5) Claim Summary formatting; 6) a recent all hands meeting and chili cook off; 7) his presentation to the MCWRA Annual Forum on infrastructure funding challenges and thanks Kelly Gerkenmeyer for his terrific slide deck; 8) the USDA Loan approval for the Bio-Mass project in West Point; 9) recent North Fork relicensing workshop; 10) the External Relations Committee Meeting; 11) the Town Hall in Copperopolis; 12) the ACWA Fall Conference; 13) the Customer Portal is scheduled to go live in January; 14) mid-year budget development has begun; and 15) Dylan Cuneo's memorial.

**7. BOARD REPORTS / INFORMATION / FUTURE AGENDA ITEMS**

Director Davidson had nothing to report.

Director Ratterman had nothing to report.

Director Secada had nothing to report.

Director Thomas thanks Director Ratterman for a remarkable job this year as President of the Board.

Director Underhill reported it is getting cold up in Arnold and Bear Valley is open.

**PUBLIC COMMENT:**

Francisco de la Cruz addressed the Board regarding the quantity of customer calls, the vacancies on the CAP Program, and his disappointment regarding the lack of response on District metrics.

**8. NEXT BOARD MEETINGS**

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

**9. CLOSED SESSION**

The meeting adjourned into Closed Session at approximately 2:48 p.m. Those present were Board Members: Scott Ratterman, Cindy Secada, Bertha Underhill, Russ Thomas, and Jeff Davidson; staff members Michael Minkler, General Manager; and Matt Weber, General Counsel.

- 9a Conference with Legal Counsel – Anticipated Litigation. Significant exposure to litigation pursuant to subdivision (d)(2) of Government Code section 54956.9. - 2 potential cases

**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 approximately 3:50 p.m.

By:

ATTEST:

\_\_\_\_\_  
 Michael Minkler  
 General Manager

\_\_\_\_\_  
 Rebecca Hitchcock  
 Clerk to the Board

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# Agenda Item

DATE: January 10, 2024  
TO: Michael Minkler, General Manager  
FROM: Rebecca Hitchcock, Clerk to the Board  
SUBJECT: Review Board of Directors Time Sheets for December 2023

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## **RECOMMENDED ACTION:**

For information only.

## **SUMMARY:**

Pursuant to direction from the Board of Directors, copies of the Board's monthly time sheets, which the Board is compensated from, are included in the monthly agenda package for information. Attached are copies of the Board's time sheets for the month of December 2023.

Board Members can be reimbursed for mileage cost to travel to meetings/conferences and are paid at the current IRS rate.

## **FINANCIAL CONSIDERATIONS:**



Monthly compensation and mileage reimbursement costs are included in the FY 23-24 budget.

*Attachments: Board of Directors Time Sheets for December 2023*

**CALAVERAS COUNTY WATER DISTRICT**  
**2023 DIRECTOR REIMBURSEMENT FORM**

For Admin Use	Payroll Expense	<input checked="" type="checkbox"/>
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Month/Yr December 2023  
 Name S. Rafterman

Activity Date	Meeting or Other Expense Description	Designated Rep.		Association List		Prior Approval		Cost		Total Miles	
		Yes	No	Yes	No	Yes	No	Meeting	Expense		
11-26	ACWA Fall Conference - IW										
11-27	ACWA Fall Conf. - Indian Wells							\$120.-			
11-28	ACWA Fall Conf. - IW							120.-			
11-29	ACWA Fall Conf. - Indian Wells										
11-30	ACWA Fall Conf. - IW - Travel										
12-1	CCWD Special Meeting							120.-		7	
12-4	ACWA Local Gov't - Paving Standards - Virtual							120.-			
12-13	CCWD Reg. Meeting							120.-		7	
12-15	Mt. Counties Leg. Comm Mtg: Virtual							120.-			
12-19	CCWD Finance Comm. Mtg.							120.-		7	
12-19	CPUD Mtg. - Mt. Counties presentation									4	
<b>Total</b>		For Totals line, multiply miles by the IRS rate: 1/1/2023 \$0.655								25	
Pursuant to Board Policy 4030, receipts required; report /materials required.								<b>Totals</b> (use IRS mileage rate)		\$840.-	16.37
The undersigned, under penalty of perjury states: This claim and the items set forth herein are true and correct; that expenses incurred, meetings attended and business conducted are necessary to District affairs; that this claim is proper and within the scope of California Water Code Section 20200 et seq, and District Ordinance 2015-02; that the service was actually rendered; and that the amount(s) herein are justly true.								Signature of Claimant: 			
Administrative Review: <u></u>						Date: <u>12/19/23</u>		Orig to Finance Dept.			



For Admin Use	Payroll <input checked="" type="checkbox"/>	Month/Yr	Dec-23
	Expense	Name	Cindy Secada

**CALAVERAS COUNTY WATER DISTRICT  
2023 DIRECTOR REIMBURSEMENT FORM**

Activity Date	Meeting or Other Expense Description	Designated Rep.		Association List		Prior Approval		Cost		Total Miles		
		Yes	No	Yes	No	Yes	No	Meeting	Expense			
1-Dec	CCWD Special Board Meeting							120		38.7		
13-Dec	CCWD Regular Board Meeting Remote							120				
19-Dec	Finance Committee	X						120		38.7		
<b>Total</b>	<i>For Totals line, multiply miles by the IRS rate:</i>	1/1/2023	\$0.66						0	77.4		
<i>Pursuant to Board Policy 4030, receipts required; report /materials required.</i>								<b>Totals</b>	<i>(use IRS mileage rate)</i>	\$360.00	\$0.00	\$50.70
<p>The undersigned, under penalty of perjury states: This claim and the items set forth herein are true and correct; that expenses incurred, meetings attended and business conducted are necessary to District affairs; that this claim is proper and within the scope of California Water Code Section 20200 et seq, and District Ordinance 2015-02; that the service was actually rendered; and that the amount(s) herein are justly true.</p>								<p><b>Signature of Claimant:</b></p> <p><i>Cindy Secada</i></p>				
<p>Administrative Review: <u><i>[Signature]</i></u></p>								<p>Date: <u>12/19/23</u></p>		<p>Orig to Finance Dept.</p>		

**CALAVERAS COUNTY WATER DISTRICT  
 2023 DIRECTOR REIMBURSEMENT FORM**

For  Payroll   
 Admin  Expense   
 Use

Month/Yr Dec-23  
 Name Bertha Underhill

Activity Date	Meeting or Other Expense Description	Designated Rep.		Association List		Prior Approval		Cost		Total Miles	
		Yes	No	Yes	No	Yes	No	Meeting	Expense		
4-Dec	Advanced Clean Fleets Meeting							120		0	
7-Dec	External Relations Committee Meeting							120		64	
13-Dec	CCWD Regular Board Meeting							120		64	
<b>Total</b>	<i>For Totals line, multiply miles by the IRS rate:</i> 1/1/2023 \$0.655								0	128	
<i>Pursuant to Board Policy 4030, receipts required; report /materials required.</i>						<b>Totals</b> (use IRS mileage rate)			\$360.00	\$0.00	\$83.84
The undersigned, under penalty of perjury states: This claim and the items set forth herein are true and correct; that expenses incurred, meetings attended and business conducted are necessary to District affairs; that this claim is proper and within the scope of California Water Code Section 20200 et seq, and District Ordinance 2015-02; that the service was actually rendered; and that the amount(s) herein are justly true.							<b>Signature of Claimant:</b>  Bertha Underhill				
Administrative Review: <u></u>					Date: <u>12/19/23</u>			Orig to Finance Dept.			

**CALAVERAS COUNTY WATER DISTRICT  
2023 DIRECTOR REIMBURSEMENT FORM**

For Admin Use	Payroll <input checked="" type="radio"/>
	Expense <input type="radio"/>

Month/Yr Dec-23  
Name Russ Thomas

Activity Date	Meeting or Other Expense Description	Designated Rep.		Association List		Prior Approval		Cost		Total Miles			
		Yes	No	Yes	No	Yes	No	Meeting	Expense				
30-Nov	Day Three - ACWA Conference							120		0			
1-Dec	CCWD Special Closed Session Board Mtg.							120		44			
6-Dec	Copperopolis Town Hall - Attended via Teams							120		0			
7-Dec	External Relations Mtg - Attended via Teams							120		0			
13-Dec	CCWD Regular Mtg - Attended via Teams							120		0			
21-Dec	Parks & Recreation Commission							120		48			
	Note: Meetings on December 6, 7, & 13 were attended via Teams because of positive test for Covid Virus.												
<b>Total</b>													
		<i>For Totals line, multiply miles by the IRS rate: 1/1/2023 \$0.655</i>								0	92		
<i>Pursuant to Board Policy 4030, receipts required; report /materials required.</i>										<b>Totals</b> (use IRS mileage rate)	\$720.00	\$0.00	\$60.26
<p>The undersigned, under penalty of perjury states: This claim and the items set forth herein are true and correct; that expenses incurred, meetings attended and business conducted are necessary to District affairs; that this claim is proper and within the scope of California Water Code Section 20200 et seq, and District Ordinance 2015-02; that the service was actually rendered; and that the amount(s) herein are justly true.</p>						<p><b>Signature of Claimant:</b>  <i>Russ Thomas</i></p>							

Administrative Review: *M. [Signature]*

Date: 12/19/23

Orig to Finance Dept.

**CALAVERAS COUNTY WATER DISTRICT  
2023 DIRECTOR REIMBURSEMENT FORM**

For Admin Use	Payroll Expense	<input checked="" type="radio"/>
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Month/Yr Nov-23  
Name Jeff Davidson

Activity Date	Meeting or Other Expense Description	Designated Rep.		Association List		Prior Approval		Cost		Total Miles	
		Yes	No	Yes	No	Yes	No	Meeting	Expense		
13-Dec	CCWD Regular Board Meeting	X						120		28	
<b>Total</b>	<i>For Totals line, multiply miles by the IRS rate:</i>	1/1/2023	\$0.655						0	28	
<i>Pursuant to Board Policy 4030, receipts required; report /materials required.</i>				<b>Totals</b> (use IRS mileage rate)				\$120.00	\$0.00	\$18.34	
<p>The undersigned, under penalty of perjury states: This claim and the items set forth herein are true and correct; that expenses incurred, meetings attended and business conducted are necessary to District affairs; that this claim is proper and within the scope of California Water Code Section 20200 et seq, and District Ordinance 2015-02; that the service was actually rendered; and that the amount(s) herein are justly true.</p>						<p><b>Signature of Claimant:</b>  Jeff Davidson</p>					
Administrative Review: <u><i>[Signature]</i></u>						Date: <u>12/19/23</u>			Orig to Finance Dept.		

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**Calaveras County Water District  
Claim Summary #622  
November 2023 vs December 2023**

	<b>Nov 2023</b>	<b>Dec 2023</b>
CCWD Operating Expenditures	1,307,600.28	1,308,106.54
Expenditures to be reimbursed/Fiduciary Payments	7,538.69	2,515.00
Capital Improvement Program Projects	1,324,657.95	912,675.61
Capital Outlay	145,979.39	60,310.13
Sub-Total Vendor Payments	<b>2,785,776.31</b>	<b>2,283,607.28</b>
Payroll Disbursed	624,274.04	711,128.02
Other EFT Payments	615.88	2,752.20
Total Disbursements	<b>3,410,666.23</b>	<b>2,997,487.50</b>

Vendor	Description	Date	Ref	Amount
A T & T	Acct#2387318536357 IT Phone 12/23	12/20/2023	143598	130.93
A T & T	Acct#9391064578 SA Warehouse	12/27/2023	143654	56.96
A T & T	Internet Service LC Acct#129469186 11/23	12/13/2023	143539	85.60
A T & T	Lease Acct#23584106903335 12/23	12/13/2023	143538	62.87
A T & T	REF#2097850520 Long Distance Copper Reclaim	12/27/2023	143655	93.40
A T & T CALNET 3	Acct#9391067346 Camp Connell Tower 11/23	12/13/2023	143540	213.90
A T & T CALNET3	Acct#9391029197 CC Whse 12/23	12/27/2023	143660	1.25
A T & T CALNET3	Acct#9391029189 JLTC 12/23	12/27/2023	143661	29.25
A T & T CALNET3	Acct#9391029194 OP HQ Long Distance	12/27/2023	143657	406.54
A T & T CALNET3	Acct#9391029198 Hunters 12/23	12/27/2023	143658	29.31
A T & T CALNET3	Acct#9391029200 Dorrington 12/23	12/20/2023	143599	29.25
A T & T CALNET3	Acct#9391029201 District Wide 12/23	12/20/2023	143600	1,532.00
A T & T CALNET3	Acct#9391032214 JLTC 12/23	12/27/2023	143656	146.16
A T & T CALNET3	Acct#9391032215 T1 Line 12/23	12/20/2023	143601	154.88
A T & T CALNET3	Acct#9391032216 Azalea L/S 12/23	12/27/2023	143659	27.70
A T & T MOBILITY	Internet Service 10/23 SR	12/06/2023	143507	262.46
A TEEM ELECTRICAL ENG INC	Drawings for Vallecito WWTP Project (CIP 15111)	12/06/2023	143508	1,570.00
A TEEM ELECTRICAL ENG INC	Electrical Engineering Construction Services for CC 10/23 (CIP 15076)	12/20/2023	143602	1,540.00
A TEEM ELECTRICAL ENG INC	Electrical Engineering Construction Services for CC 10/23 (CIP 15080)	12/20/2023	143602	1,540.00
A TEEM ELECTRICAL ENG INC	On-Site Programming - Water Loss Report	12/20/2023	143602	2,302.76
A TEEM ELECTRICAL ENG INC	On-Site Programming for SCADA For West Point Water Supply (CIP 11109)	12/27/2023	143662	2,200.00
A TEEM ELECTRICAL ENG INC	SCADA Equipment and Integration for West Point Back Up Filter (CIP 11106)	12/06/2023	143508	25,675.82
A-1 SHARPENING & SMALL ENGINE REPAIR, LLC	Chainsaws - District	12/20/2023	143603	993.51
A-1 SHARPENING & SMALL ENGINE REPAIR, LLC	Spray Eradication Equipment - District	12/20/2023	143603	5,416.04
ACWA JPIA	2024 Annual Membership Dues	12/20/2023	143604	25,760.00
ACWA/JPIA	Retiree Vision 01/24	12/06/2023	143509	928.00
ACWA/JPIA	Dental 01/24	12/06/2023	143509	6,538.92
ACWA/JPIA	EAP 01/24	12/06/2023	143509	166.16
ACWA/JPIA	General Liability 10/1/23 - 09/30/24	12/20/2023	143605	196,682.00
ACWA/JPIA	Retiree Dental 01/24	12/06/2023	143509	3,285.16
ACWA/JPIA	Vision 01/24	12/06/2023	143509	1,336.32
ADP INC	Payroll Processing	12/20/2023	143606	3,710.25
AFLAC	Acct#JJ325 11/23	12/13/2023	143541	1,570.36
ANGELS HEATING AND AIR CONDITIONING	Heating & Air Energy Savings Agreement Contract - FY 23/24	12/13/2023	143542	8,019.75
AUTOMATION DIRECT	Electrical Parts - Energy Conservation Grant	12/13/2023	143543	1,206.56
AUTOMATION DIRECT	Electrical Parts - Stock	12/13/2023	143543	1,104.67
BAY CITY EQUIPMENT INDUSTRIES INC	Generator Parts G19	12/20/2023	143608	36.98
BENNETT, ROBERT & LORI	UB Refund 1107 Yuroc Drive	12/13/2023	143544	513.64
BOBCAT CENTRAL, INC	Repair Parts - Skid Steer	12/13/2023	143545	342.20
BROWN, JOHN	Certificate Renewal T4 & D3	12/06/2023	143510	195.00

Vendor	Description	Date	Ref	Amount
BURKHARDT, PATRICK	JL Veteran Hall Reimbursement - Holiday Party	12/06/2023	143511	360.00
CALAVERAS AUTO SUPPLY	Fuel Filters - SA Shop (8)	12/13/2023	143546	315.95
CALAVERAS AUTO SUPPLY	Battery V 740	12/13/2023	143546	163.03
CALAVERAS AUTO SUPPLY	Brake Pads and Rotors V613	12/13/2023	143546	178.15
CALAVERAS AUTO SUPPLY	Crank Case Filter, Coolant Hose & Heater Hose V 723	12/13/2023	143546	322.78
CALAVERAS AUTO SUPPLY	Credit Glow Plugs	12/13/2023	143546	(136.49)
CALAVERAS AUTO SUPPLY	Hood Struts V719	12/13/2023	143546	74.25
CALAVERAS AUTO SUPPLY	Lights V 745	12/13/2023	143546	136.81
CALAVERAS AUTO SUPPLY	Oil & Filter - G18	12/13/2023	143546	390.03
CALAVERAS AUTO SUPPLY	Oil & Filters Dorrington P/S	12/13/2023	143546	133.78
CALAVERAS AUTO SUPPLY	Splash Guard - SA Shop	12/13/2023	143546	94.79
CALAVERAS AUTO SUPPLY	WD40 - SA Shop	12/13/2023	143546	25.40
CALAVERAS ENTERPRISE	Recruitment Ad	12/06/2023	143512	290.72
CALAVERAS LUMBER CO INC	Circ Saw Blade - SA Shop	12/13/2023	143547	19.38
CALAVERAS LUMBER CO INC	Clamps, Adapters Tube - DF VCTO	12/13/2023	143547	37.79
CALAVERAS LUMBER CO INC	Drill Bits, Redi Mix, Type 2 Cement (CIP 15106)	12/13/2023	143547	168.15
CALAVERAS LUMBER CO INC	Leak Repair Parts - CC	12/13/2023	143547	612.08
CALAVERAS LUMBER CO INC	LED Flashlight - Utility Crew	12/13/2023	143547	43.09
CALAVERAS LUMBER CO INC	Nozzles, Socket - Collection Crew	12/13/2023	143547	37.65
CALAVERAS LUMBER CO INC	Premix Fuel, Tape, Key Rings, Oil, Primer, Cement - Constr Crew	12/13/2023	143547	125.60
CALAVERAS LUMBER CO INC	Rebar, Screws, Boards, Caps, Nuts , Drill Bits (CIP 15106)	12/13/2023	143547	86.71
CALAVERAS MINI-STORAGE	Tenant 197673 Storage 01/24	12/27/2023	143663	200.00
CALIFORNIA AQUASTORE	Construction Services for the EP Redwood Water Storage 10/23 (CIP 11095)	12/20/2023	143609	70,647.87
CALIFORNIA AQUASTORE	Construction Services for the Larkspur Water Storage 10/23 (CIP 11083-L0)	12/20/2023	143609	93,907.38
CALPERS - RETIREMENT	CalPERS Retirement 11/30/2023 Payroll	12/31/2023	REF	52,337.99
CALPERS - RETIREMENT	CalPERS Retirement 12/15/2023 Payroll	12/31/2023	REF	52,362.36
CALPERS - RETIREMENT	CalPERS Retirement Late Fee 12/15/2023 Payroll	12/31/2023	REF	200.00
CALPERS (Def Comp)	Def Comp 11/30/2023 Payroll	12/31/2023	REF	5,900.42
CALPERS (Def Comp)	Def Comp Loan Repay 11/30/2023 Payroll	12/31/2023	REF	932.78
CALPERS (Def Comp)	Def Comp Loan Repay 12/15/2023 Payroll	12/31/2023	REF	773.98
CALPERS (Def Comp)	Def Comp 12/15/2023 Payroll	12/31/2023	REF	6,506.67
CALPERS (Health Ins)	Health Insurance Active & Board December 2023	12/31/2023	REF	153,864.25
CALPERS (Health Ins)	Health Insurance Admin Fee Active & Board December 2023	12/31/2023	REF	492.37
CALPERS (Health Ins)	Health Insurance Admin Fee Retired December 2023	12/31/2023	REF	196.68
CALPERS (Health Ins)	Health Insurance Retired December 2023	12/31/2023	REF	8,909.00
CAMPORA	Propane 20 Sandy Gulch WP	12/27/2023	143664	453.47
CARBON COPY INC	Copies 11/23	12/06/2023	143513	109.90
CARDINAL, BILL	Winter Weather Gear FY 23/24	12/20/2023	143610	195.89
CARDNO INC	Environmental Services Including Biological and Cultural Resource (CIP 11103)	12/20/2023	143611	1,547.50
CDK SUPPLY	Angle Plug , 50 Amp Breaker - SA Shop	12/13/2023	143548	92.09



Vendor	Description	Date	Ref	Amount
CHECK PROCESSING INC	Lock Box Processing 11/23	12/13/2023	143549	999.78
CITY OF ANGELS	Six Mile Village 11/23	12/06/2023	143514	3,664.14
CLARK PEST CONTROL INC	Pest Control Acct#1505308 Hunters	12/20/2023	143612	114.00
CLARK PEST CONTROL INC	Pest Control Acct#190086855 FM WWTP	12/20/2023	143612	104.00
CLARK PEST CONTROL INC	Pest Control Acct#2120969 Wallace	12/20/2023	143612	145.00
CLARK PEST CONTROL INC	Pest Control Acct#730179 CC Little John 48023	12/20/2023	143612	110.00
CLARK PEST CONTROL INC	Pest Control Acct#807360 La Contenta	12/13/2023	143550	100.00
CLARK PEST CONTROL INC	Pest Control Acct#807402 JL WWTP	12/13/2023	143550	156.00
CLARK PEST CONTROL INC	Pest Control Acct#807402 JL WWTP	12/20/2023	143612	156.00
CLARK PEST CONTROL INC	Pest Control Acct#807549 JLWTP	12/13/2023	143550	76.00
CLARK PEST CONTROL INC	Pest Control Acct#9328727 OP HQ	12/27/2023	143665	183.00
COLE TISCORNIA CONSTRUCTION	Construction Contract for Forest Meadows UV Project (CIP 15106)	12/13/2023	143551	17,045.00
COLUMBIA COMMUNICATIONS	Vehicle Cloud Service 11/23	12/13/2023	143552	780.00
CONDOR EARTH TECHNOLOGIES INC	Compaction Testing - EP Paving	12/20/2023	143613	950.14
CONDOR EARTH TECHNOLOGIES INC	Compaction Testing - Utility Crew Paving	12/20/2023	143613	959.70
CONFIDENTIAL	15 Hours CTO Pay Out	12/20/2023	143633	733.85
CONFIDENTIAL	21.38 Hours CTO Pay Out	12/06/2023	143517	888.87
CONFIDENTIAL	39.25 CTO Pay Out	12/06/2023	143537	1,056.04
CONFIDENTIAL	Class A CDL Drug Test Reimbursement	12/27/2023	143667	50.00
CONFIDENTIAL	Retiree Medical Reimbursement 01/24	12/20/2023	143607	2,558.31
COPPER AUTO & MARINE	Generator Parts/Batteries - CC	12/20/2023	143615	764.07
COPPER AUTO & MARINE	Repair Parts - CC	12/20/2023	143615	273.79
CPPA	Power District Wide 11/23	12/13/2023	143553	153,409.85
CPPA	Power OP HQ 11/23	12/13/2023	143553	1,992.00
CWEA	CSM1 Renewal - Tindell	12/06/2023	143515	98.00
CWEA	CSM2 Renewal - Burkhardt	12/27/2023	143666	103.00
CWEA	CWEA Membership Renewal - Rose	12/13/2023	143554	221.00
DARBY, JOE	Safety Boot Reimbursement FY 23/24	12/20/2023	143616	193.06
DATAPROSE	UB Statement Processing 11/23	12/06/2023	143516	4,248.86
DAVIDSON, JEFF	Travel 12/23	12/20/2023	143617	18.34
DE LAGE LANDEN FINANCIAL SRVC INC	Copier Lease 12/2023	12/31/2023	REF	294.71
DELTA CABLE	(2) Crane Straps	12/13/2023	143555	70.42
DELTA TRUCK CENTER	Air Line - V722	12/20/2023	143618	121.64
DOWNEY BRAND ATTORNEYS LLP	Legal Services 10/23	12/20/2023	143619	3,504.00
DOWNEY BRAND ATTORNEYS LLP	Legal Services 11/23	12/27/2023	143668	8,359.03
EBBETTS PASS GAS SERVICE	Fuel EP 11/23	12/13/2023	143556	4,938.50
EBBETTS PASS LUMBER	Fittings, Padlocks - White Pines	12/06/2023	143518	130.02
EBBETTS PASS LUMBER	Frost Protection Boxes - EP	12/06/2023	143518	408.32
EBBETTS PASS LUMBER	Late Fee	12/06/2023	143518	1.77
EBBETTS PASS LUMBER	Supplies - FMWWTP	12/06/2023	143518	117.86

Vendor	Description	Date	Ref	Amount
ENTERPRISE FM TRUST	Vehicle Lease 12/23	12/13/2023	143557	26,628.38
FASTENAL	Stock	12/13/2023	143558	351.68
FOOTHILL PORTABLE TOILETS	Rental Portable Toilet 11/07/23 - 12/04/23 SR	12/13/2023	143559	154.50
FOOTHILL PORTABLE TOILETS	Rental Portable Toilet 11/07/23 - 12/04/23 Wallace	12/13/2023	143559	154.50
FOOTHILL SIERRA PEST CONTROL	Pest/Weed Control (Huckleberry L/S) Valley Springs #28092	12/13/2023	143560	613.00
FOOTHILL SIERRA PEST CONTROL	Pest/Weed Control (Woodpecker ) Valley Springs #29389	12/13/2023	143560	103.00
GAMBI DISPOSAL INC.	Bio-Solids Removal - November 2023	12/13/2023	143561	5,187.50
GENERAL PLUMBING SUPPLY CO INC	Tools - Electrical Crew	12/20/2023	143621	796.59
GENERAL SUPPLY COMPANY	Materials for Forest Meadows UV Project (CIP 15106)	12/13/2023	143562	3,230.10
GEORGE REED INC	11.11 Tons 3/8 Cutback - Utility Crew	12/13/2023	143563	971.22
GEORGE REED INC	13.38 Tons 3/8 Cutback - Utility Crew	12/13/2023	143563	1,177.37
GEORGE REED INC	6.14 Tons 3/8 Rake - Utility Crew	12/13/2023	143563	538.17
GEORGE REED INC	8.10 Tons 3/8 Rake - Utility Crew	12/20/2023	143622	720.42
GERKENSMEYER, KELLY	Oct/Nov Meeting Travel Mileage & 1 meal Reimbursement	12/13/2023	143564	841.63
GLOBAL PAY	Global Payments 24728 11/2023	12/31/2023	REF	11,648.69
GLOBAL PAY	Global Payments 7167 11/2023	12/31/2023	REF	2,194.59
GRAINGER	Heater Fan - Hunters Dam WTP Filter Room	12/13/2023	143565	402.08
GRUTZMACHER, SCOTT	Safety Boot Reimbursement FY 23/24	12/13/2023	143566	200.00
HAMPTON, JESSE	Safety Boot Reimbursement FY 23/24	12/06/2023	143519	200.00
HANSON BRIDGETT LLP	Legal Services 11/23	12/20/2023	143623	19,120.05
HENWOOD ASSOCIATES, INC.	FERC Relicensing	12/27/2023	143669	4,082.53
HERD'S MACHINE & WELD SHOP	Aluminum for Forest Meadows UV Project (CIP 15106)	12/13/2023	143567	538.73
HERD'S MACHINE & WELD SHOP	Annual Cylinder Rental 01/2023 - 12/2023	12/20/2023	143624	1,920.00
HERRING PAVING COMPANY	Saw Cut, Dig Out, Pave - JL	12/20/2023	143625	7,175.00
HOBGOODS CLEANING	Janitorial Service JLTC 12/23	12/20/2023	143626	50.00
HOBGOODS CLEANING	Janitorial Service OP HQ 12/23	12/20/2023	143626	1,935.00
HOBGOODS CLEANING	Janitorial Service Shop 12/23	12/20/2023	143626	37.00
HOLT OF CALIFORNIA	Generator Keys (4)	12/20/2023	143627	69.94
HOLT OF CALIFORNIA	Door - BH3/416 EB Pass	12/20/2023	143627	3,378.36
HOLT OF CALIFORNIA	Jackhammer Hose - CC Dist	12/20/2023	143627	134.06
HUNT & SONS, INC	DEF - District	12/20/2023	143628	1,045.35
HUNT & SONS, INC	Fuel - CC	12/20/2023	143628	2,099.85
HUNT & SONS, INC	Hydraulic Oil - V708	12/20/2023	143628	284.59
INDUSTRIAL ELECTRICAL CO	Aerator Pump - LCWWTP	12/13/2023	143568	9,282.01
INDUSTRIAL ELECTRICAL CO	Aerator Pump - CCWWTP	12/13/2023	143568	13,518.55
INDUSTRIAL ELECTRICAL CO	Pump - CCWWTP	12/13/2023	143568	3,773.25
INDUSTRIAL ELECTRICAL CO	Pump - FMWWTP	12/13/2023	143568	6,054.65
INDUSTRIAL ELECTRICAL CO	Repair Work - LS 3 Arnold	12/13/2023	143568	5,475.00
IRON MOUNTAIN	Document Destruction 11/23	12/06/2023	143520	182.72
JACK TALLIA	Tires - V 738	12/27/2023	143678	1,063.79

Vendor	Description	Date	Ref	Amount
JACKSON TIRE SERVICE, INC	Tires - V 592	12/13/2023	143569	1,549.82
JACKSON TIRE SERVICE, INC	Tires - V 747	12/20/2023	143629	1,973.23
JACKSON TIRE SERVICE, INC	Tires - V135 Vac Truck	12/20/2023	143629	2,363.03
JACKSON TIRE SERVICE, INC	Used Tire - V 592	12/13/2023	143569	49.71
JRP HISTORICAL CONSULTING LLC	Water Rights Historian/Consultant Services	12/27/2023	143670	18,062.40
JS WEST PROPANE GAS	Propane JLTC	12/06/2023	143521	361.90
KELLY, JOSEPH	Safety Boot Reimbursement FY 23/24	12/13/2023	143570	200.00
KELLY, JOSEPH	Winter Weather Gear Reimbursement FY 23/24	12/13/2023	143570	200.00
KW EMERSON, INC	Retention Payout, Redwood Tanks (CIP 11095)	12/20/2023	143630	68,893.87
KW EMERSON, INC	Retention Payout, Larkspur Tank (CIP 11083-L0)	12/20/2023	143630	9,504.54
KW EMERSON, INC	Construction Contract WP Wilseyville Consolidation (CIP 15091)	12/20/2023	143630	216,235.20
KW EMERSON, INC	Construction Contract for Site Improvements EP 07/01/23-10/31/23 (CIP 11095)	12/13/2023	143571	135,339.94
LEDGER DISPATCH	Recruitment Ad	12/06/2023	143522	38.10
LEDGER DISPATCH	Recruitment Ad - Engineer Coordinator	12/13/2023	143572	14.90
LEDGER DISPATCH	Recruitment Ad - Engineer Coordinator	12/20/2023	143631	14.90
LEVEL ONE WEB DESIGN INC	Web Development - 20 Hours	12/20/2023	143632	2,200.00
LOLLAR, STACEY	Travel Reimbursement CalPELRA Conference	12/06/2023	143523	311.42
MARINE INDUSTRIAL TANK INC	Tank Cleaning & Inspections - FY 23/24 Wallace,JL,Copper, SR	12/13/2023	143573	25,480.00
MARTIN MARIETTA MATERIALS	3/4 Class II AB - EP Barn	12/20/2023	143634	273.92
MARTINEZ, ERIK	Winter Weather Gear FY 23/24	12/13/2023	143574	200.00
MCCRAY, DEREK	Winter Weather Gear FY 23/24	12/06/2023	143524	191.96
Mission Square	RHI 11/30/2023 Payroll	12/31/2023	REF	2,185.00
Mission Square	RHI 12/15/2023 Payroll	12/31/2023	REF	2,185.00
MODESTO AIRCO GAS & GEAR	Cylinder Rental 11/23	12/13/2023	143575	104.00
MOTHER LODGE ANSWERING SERVICE	Answering Service 11/23 Acct#6106	12/06/2023	143525	802.00
MOUNTAIN OASIS PURIFIED WATER	Water Cooler & Supplies 11/23	12/06/2023	143526	273.00
MOZINGO CONSTRUCTION, INC.	Potholing Construction Contract for Jenny Lind A-B Project 09/23 (CIP 11088)	12/06/2023	143527	21,689.69
MOZINGO CONSTRUCTION, INC.	Potholing Construction Contract for Jenny Lind A-B Project 11/23 (CIP 11088)	12/20/2023	143635	18,015.55
MUNICIPAL MAINTENANCE EQUIP	Repair Parts V 126	12/13/2023	143576	352.22
NEW YORK LIFE	Life Insurance 12/23	12/13/2023	143577	1,800.24
NOLTE ASSOCIATES INC. DBA NV5	Consultant Services for Groundwater Level and Water Quality	12/27/2023	143671	1,575.00
NORTHSTAR CHEMICAL	Sodium Hypochlorite - CCWTP	12/20/2023	143636	1,973.77
O'CONNELL & DEMPSEY, LLC	Lobbyist Washington D.C	12/27/2023	143672	6,000.00
O'REILLY AUTO PARTS	Generator Parts G18	12/06/2023	143528	74.13
O'REILLY AUTO PARTS	Supplies - Utility Crew	12/06/2023	143528	127.58
P & L CONCRETE PRODUCTS, INC	Septic Tank - WP Community Park	12/13/2023	143578	4,799.40
P G & E	Power CC Water Tank 11/2023	12/31/2023	REF	58.48
P G & E	Power District Wide 11/2023	12/31/2023	REF	3,051.15
P G & E	Power JLTC 11/2023	12/31/2023	REF	152.40
P G & E	Power OP HQ 11/2023	12/31/2023	REF	24.68

Vendor	Description	Date	Ref	Amount
P G & E	Power VS House 11/2023	12/31/2023	REF	10.33
P G & E	Power Wallace Spray Fields 11/2023	12/31/2023	REF	25.46
P G & E	Power Warmwood LS 11/2023	12/31/2023	REF	23.93
P G & E	Power Woodgate LS 11/2023	12/31/2023	REF	33.71
PACE SUPPLY CORP	Fittings - Distribution	12/13/2023	143579	481.87
PACE SUPPLY CORP	Fittings - Utility	12/20/2023	143637	5,826.83
PACE SUPPLY CORP	Grade Rings - District	12/20/2023	143637	2,723.94
PACE SUPPLY CORP	Pipe - Utility	12/20/2023	143637	1,424.92
PACE SUPPLY CORP	Septic Parts - Collections Crew	12/20/2023	143637	3,285.97
PACE SUPPLY CORP	Septic Tank Lids, Risers - Collections	12/13/2023	143579	1,068.02
PETERSON BRUSTAD INC	Contract Amendment #1 - Prepare Ops Plan Update (CIP 11106)	12/27/2023	143673	5,429.67
PETERSON BRUSTAD INC	Contract for Engineering Services for Zone B-C Transmission10/23 (CIP 11122)	12/13/2023	143580	31,674.11
PETERSON BRUSTAD INC	Engineering and Design Services for the West Point Water 10/23 (CIP 11106)	12/06/2023	143529	12,892.72
POTRERO HILLS LANDFILL	Bio-Solids Disposal - AWWTP	12/13/2023	143581	490.15
POTRERO HILLS LANDFILL	Bio-Solids Disposal - DF VCTO	12/20/2023	143638	416.34
POTRERO HILLS LANDFILL	Bio-Solids Disposal - FMWWTP	12/13/2023	143581	623.44
POTRERO HILLS LANDFILL	Bio-Solids Disposal - FMWWTP	12/20/2023	143638	776.08
POTRERO HILLS LANDFILL	Bio-Solids Disposal - LCWWTP	12/13/2023	143581	419.84
POTRERO HILLS LANDFILL	Bio-Solids Disposal - LCWWTP	12/20/2023	143638	463.48
QUADIENT FINANCE INC	Mail Supplies 11/2023	12/31/2023	REF	260.26
QUADIENT FINANCE INC	Postage 11/2023	12/31/2023	REF	1,000.00
QUADIENT LEASING INC	Mail Equip Lease Sept - Dec 2023	12/31/2023	REF	1,178.05
RATTERMAN, SCOTT	Travel 12/23	12/20/2023	143639	16.37
RINCON-IBARRA, MARK	Parking Reimbursement	12/27/2023	143674	14.00
RMF PROPERTIES LLC	UB Refund 788 Moran Rd	12/13/2023	143582	135.49
RON COOPER GENERAL ENGINEERING INC	Leak Repair - EP Barn	12/20/2023	143640	475.00
SAFE T LITE	Striping Paint	12/13/2023	143583	62.24
SAGE, THOMAS	Winter Weather Gear FY 23/24	12/13/2023	143584	200.00
SAN JOAQUIN COUNTY PUBLIC WORKS	Cust#E000000016 Ground Water Sustainability Plan	12/27/2023	143675	36,162.00
SCOTT, ZACHERY	Safety Boot Reimbursement FY 23/24	12/13/2023	143585	200.00
SECADA, CINDY	Travel 12/23	12/20/2023	143641	50.70
SEIU LOCAL 1021	COPE 11/23	12/06/2023	143530	40.00
SEIU LOCAL 1021	SEIU 11/23	12/06/2023	143530	2,475.00
SENDERS MARKET INC	Blower - Utility Crew	12/13/2023	143586	160.86
SENDERS MARKET INC	Gas Can - Utility Crew	12/13/2023	143586	63.26
SENDERS MARKET INC	Material & Supplies A Tank	12/13/2023	143586	152.46
SENDERS MARKET INC	Material Supplies - LC Whse	12/13/2023	143586	30.97
SENDERS MARKET INC	Pressure Washer - WPWTP	12/13/2023	143586	396.82
SENDERS MARKET INC	Septic Tank Install Parts - WP Community Park	12/13/2023	143586	1,089.59
SENDERS MARKET INC	Supplies - Electricians	12/13/2023	143586	20.19

Vendor	Description	Date	Ref	Amount
SENDERS MARKET INC	Supplies JLWTP	12/13/2023	143586	48.81
SENDERS MARKET INC	Tools V 723	12/13/2023	143586	99.38
SIGNAL SERVICE	Alarm Service Monitoring - District Wide 01/24-03/24	12/20/2023	143642	4,772.34
SWRCB	Annual Permit Fee (05B05CR00098) Index#588825 Bear Creek	12/27/2023	143676	399.00
SWRCB	Annual Permit Fee (5B050105001) Index#553350 CC WWRF	12/06/2023	143531	26,785.00
SWRCB	Annual Permit Fee (5B050106001) Index#553386 Big Trees WWTP	12/06/2023	143531	1,873.00
SWRCB	Annual Permit Fee (5B050107004) Index#553897 FM WWTP & RF	12/06/2023	143531	26,785.00
SWRCB	Annual Permit Fee (5B050107007) Index#553856 Wallace WWTF	12/06/2023	143531	4,216.00
SWRCB	Annual Permit Fee (5B051003002) Index#553755 Indian Rock	12/06/2023	143531	1,873.00
SWRCB	Annual Permit Fee (5B051004001) Index#553393 Sequoia Woods	12/06/2023	143531	3,746.00
SWRCB	Annual Permit Fee (5B051012001) Index#553409 LCWWT & RF	12/06/2023	143531	26,785.00
SWRCB	Annual Permit Fee (5B052000001) Index#553494 Wilseyville WWTP	12/06/2023	143531	4,216.00
SWRCB	Annual Permit Fee (5B05NC00007) Index#553405 Potable Water Flush	12/06/2023	143531	3,746.00
SWRCB	Annual Permit Fee (5B05NC00022) Index#55387870 Arnold WWTP	12/06/2023	143531	8,431.00
SWRCB	Annual Permit Fee (5B05NC00025) Index#553550 WP WWTP	12/06/2023	143531	1,873.00
SWRCB	Annual Permit Fee (5B05NP00001) Index#554139 CC WWRF	12/06/2023	143531	9,583.00
SWRCB	Annual Permit Fee (5B05NP00014) Index#554159 FM WWRP	12/06/2023	143531	4,777.00
SWRCB	Annual Permit Fee (5S05REC0147) Index#553759 LC WWT & RF	12/06/2023	143531	8,431.00
SWRCB	Annual Permit Fee (5SS010868) Index#553737 Arnold CS	12/06/2023	143531	3,746.00
SWRCB	Annual Permit Fee (5SS010910) Index#553724 CC CS	12/06/2023	143531	3,746.00
SWRCB	Annual Permit Fee (5SS010934) Index#553483 DF VCTO	12/06/2023	143531	3,746.00
SWRCB	Annual Permit Fee (5SS010949) Index#553610 FM CS	12/13/2023	143587	3,746.00
SWRCB	Annual Permit Fee (5SS010969) Index#553838 Indian Rock CS	12/06/2023	143531	3,746.00
SWRCB	Annual Permit Fee (5SS010978) Index#553726 LC CS	12/06/2023	143531	3,746.00
SWRCB	Annual Permit Fee (5SS011056) Index#553399 Southworth	12/06/2023	143531	3,746.00
SWRCB	Annual Permit Fee (5SS011077) Index#553340 Wallace CS	12/06/2023	143531	3,746.00
SWRCB	Annual Permit Fee (5SS011081) Index#553482 WP CS	12/06/2023	143531	3,746.00
SWRCB	Annual Permit Fee (5SS011500) Index#553701 6 Mile Village	12/06/2023	143531	3,746.00
SWRCB	Annual Permit Fee 22/23 (5B051003001) Index#509185 DF VCTO	12/20/2023	143644	7,770.00
SWRCB	Annual Permit Fee 23/24 (5B051003001) Index#553670 DF VCTO	12/20/2023	143644	8,431.00
SWRCB	Water Distribution Grade 1 Re-Exam - Duncan	12/20/2023	143645	30.00
SWRCB	Water Distribution Grade 3 Exam Application - Young	12/06/2023	143532	100.00
SWRCB	Water Treatment Grade 4 Exam Application Fee - Chimente	12/13/2023	143588	130.00
SYSTAT	UPS - FMWWTP UV System	12/06/2023	143533	50,980.45
T&S CONSTRUCTION CO., INC.	Construction Contract CC Phase 1 & 2 Tanks 11/23 (CIP 11083-C0)	12/27/2023	143677	172,425.00
THOMAS, RUSS	ACWA Hotel Reimbursement - Thomas	12/20/2023	143646	723.84
THOMAS, RUSS	Travel 12/23	12/20/2023	143646	60.26
TREATS GENERAL STORE INC	Supplies - SA Shop	12/13/2023	143589	21.43
TROUTMAN PEPPER HAMILTON SANDERS LLP	FERC Relicensing North Fork 11/23	12/20/2023	143647	1,003.29
TROUTMAN PEPPER HAMILTON SANDERS LLP	North Fork Power Purchase Agreement 11/23	12/20/2023	143647	6,639.25

Vendor	Description	Date	Ref	Amount
U.S. BANK	ACWA Flight - Richards	12/27/2023	REF	549.96
U.S. BANK	ACWA Hotel & Flight - Minkler	12/27/2023	REF	773.65
U.S. BANK	Adapter	12/27/2023	REF	26.56
U.S. BANK	Alhambra 11/23	12/27/2023	REF	154.36
U.S. BANK	Amazon - Laptop Cables	12/27/2023	REF	456.86
U.S. BANK	Amazon & Granger - Filters Valves QA Manual	12/27/2023	REF	256.92
U.S. BANK	Apple Storage	12/27/2023	REF	0.99
U.S. BANK	Aramark 11/23	12/27/2023	REF	3,111.56
U.S. BANK	Arnold Auto October Statement	12/27/2023	REF	59.99
U.S. BANK	Blades - Collections	12/27/2023	REF	14.84
U.S. BANK	BOD Supplies	12/27/2023	REF	41.44
U.S. BANK	Buckthorn Pump Cylinders - V 126	12/27/2023	REF	420.00
U.S. BANK	Cables EP	12/27/2023	REF	16.08
U.S. BANK	Cal Tel 11/23	12/27/2023	REF	1,344.17
U.S. BANK	Cal Waste 11/23	12/27/2023	REF	1,845.21
U.S. BANK	Cal.Net 11/23	12/27/2023	REF	62.09
U.S. BANK	Calaveras Enterprise	12/27/2023	REF	6.00
U.S. BANK	Chairs - Warehouse	12/27/2023	REF	908.60
U.S. BANK	Chemical Pump	12/27/2023	REF	400.28
U.S. BANK	Chemicals - JLWTP	12/27/2023	REF	508.99
U.S. BANK	Class A CDL Online Course - Cyr & Darby	12/27/2023	REF	125.00
U.S. BANK	Comcast 11/23	12/27/2023	REF	467.98
U.S. BANK	Conference Hotel, Lollar & Jesus	12/27/2023	REF	1,897.57
U.S. BANK	Conifer 11/23	12/27/2023	REF	649.95
U.S. BANK	Cylinder Pumps - V126	12/27/2023	REF	1,445.00
U.S. BANK	Desk - Warehouse	12/27/2023	REF	1,548.64
U.S. BANK	Fall Water Forum - Gerkenmeyer	12/27/2023	REF	69.95
U.S. BANK	Fall Water Forum - Meyer	12/27/2023	REF	69.95
U.S. BANK	Flow Timer	12/27/2023	REF	82.80
U.S. BANK	Fuses	12/27/2023	REF	167.40
U.S. BANK	Gloves - Collections	12/27/2023	REF	11.77
U.S. BANK	Hall Rental	12/27/2023	REF	50.00
U.S. BANK	Haz Mat Training	12/27/2023	REF	185.00
U.S. BANK	Ink	12/27/2023	REF	83.04
U.S. BANK	Install Winter Tires V 734	12/27/2023	REF	87.96
U.S. BANK	JPIA Credit Training Cancelled	12/27/2023	REF	(35.00)
U.S. BANK	Lab Pipettes	12/27/2023	REF	6.42
U.S. BANK	Leadership Training - Roeder	12/27/2023	REF	150.00
U.S. BANK	Mapp Pro Fuel	12/27/2023	REF	37.69
U.S. BANK	Meter Markers - EB Pass	12/27/2023	REF	514.74

Vendor	Description	Date	Ref	Amount
U.S. BANK	Microsoft, Cloud Srvc, Ring Central	12/27/2023	REF	4,150.76
U.S. BANK	North Fork Relicense Workshop Food	12/27/2023	REF	517.56
U.S. BANK	O&M Training EDU's - (7) Employees	12/27/2023	REF	2,702.50
U.S. BANK	Plastic Buckets	12/27/2023	REF	23.99
U.S. BANK	Privacy Fence - Huckleberry LS	12/27/2023	REF	590.08
U.S. BANK	Pull Start - Generator	12/27/2023	REF	25.89
U.S. BANK	Recruitment Ads - Engineer & Water Resources	12/27/2023	REF	1,879.00
U.S. BANK	Root Killer - Hunters	12/27/2023	REF	29.14
U.S. BANK	Senders & Lowes	12/27/2023	REF	567.65
U.S. BANK	Senders Supplies	12/27/2023	REF	410.31
U.S. BANK	Sleeve Tubing	12/27/2023	REF	288.00
U.S. BANK	Soap - OP HQ	12/27/2023	REF	41.27
U.S. BANK	Starlink Internet	12/27/2023	REF	120.00
U.S. BANK	Storage Bags	12/27/2023	REF	4.10
U.S. BANK	Supplies	12/27/2023	REF	1,951.51
U.S. BANK	Supplies	12/27/2023	REF	394.44
U.S. BANK	Tack Oil	12/27/2023	REF	43.10
U.S. BANK	Tires - V743	12/27/2023	REF	1,685.55
U.S. BANK	UPUD 11/23	12/27/2023	REF	225.95
U.S. BANK	Verizon Oct & Nov	12/27/2023	REF	6,400.05
U.S. BANK	Volcano Telephone 11/23	12/27/2023	REF	599.44
U.S. BANK	Wall Mount Timer - Hunters	12/27/2023	REF	32.11
U.S. BANK	Water Distribution O & M enrollment - Knick	12/27/2023	REF	227.25
U.S. BANK	Welder - V759	12/27/2023	REF	9,329.68
U.S. BANK	Wheel - V723	12/27/2023	REF	594.93
U.S. BANK	Wing Nuts	12/27/2023	REF	7.51
U.S. BANK	WW SSO Training	12/27/2023	REF	297.00
ULINE	Reflective triangles - V754	12/13/2023	143590	59.79
UNDERHILL, BERTHA	Travel 12/23	12/20/2023	143648	83.84
UNION PUBLIC UTILITY DISTRICT	Biologist Services for White Pines Project (CIP 11109)	12/27/2023	143679	878.06
UNITED PARCEL SERVICE	Acct#9X5040 Shipping Week End 12/02	12/20/2023	143649	10.00
UNITED PARCEL SERVICE	Acct#9X5040 Shipping Week End 12/07	12/20/2023	143649	10.00
UNITED PARCEL SERVICE	Shipping Week End 11/25 Acct#9X5040	12/13/2023	143591	10.00
UNITED PARCEL SERVICE	Shipping Week End 12/18 Acct#9X5040	12/27/2023	143680	10.00
UNITED RENTALS NORTHWEST, INC	Saw Cut Machine Repair - Utility Crew	12/13/2023	143592	855.94
USA BLUE BOOK	Flowmeter - Electricians	12/13/2023	143593	2,540.95
USA BLUE BOOK	Lab Supplies - WPWTP	12/13/2023	143593	509.51
USA BLUE BOOK	Ribbon Cables	12/20/2023	143650	193.05
USA BLUE BOOK	UV Lamps	12/20/2023	143650	210.38
VALIC	Def Comp 11/30/2023 Payroll	12/31/2023	REF	2,800.00

Vendor	Description	Date	Ref	Amount
VALIC	Def Comp 12/15/2023 Payroll	12/31/2023	REF	2,800.00
VALLEY SPRINGS NEWS	Recruitment Ad	12/06/2023	143534	275.00
VALLEY SPRINGS TIRE & AUTO REPAIR	Water Trailer Tire	12/13/2023	143594	107.25
VERIFIED FIRST, LLC	New Hire Background Investigation (1)	12/06/2023	143535	57.62
VOYA FINANCIAL	Def Comp 11/30/2023 Payroll	12/31/2023	REF	534.00
VOYA FINANCIAL	Def Comp 12/15/2023 Payroll	12/31/2023	REF	534.00
WAGeworks	FSA Admin 11/23	12/06/2023	143536	195.00
WEST POINT LUMBER INC	Material & Supplies - Collection Crew	12/13/2023	143595	23.59
WESTERN HYDROLOGICS	Streamgaging Services 09/23	12/13/2023	143596	3,975.47
WESTERN HYDROLOGICS	Streamgaging Services 11/23	12/13/2023	143596	2,493.10
WESTERN HYDROLOGICS	Water Rights Reporting	12/13/2023	143596	2,100.00
WESTERN UTILITIES UNDERGROUND	Locator Class, 15 attendees	12/20/2023	143651	3,675.00
WEX BANK	Fuel 11/2023	12/31/2023	REF	20,405.16
WIENHOFF DRUG TESTING	Annual Consortium Membership	12/20/2023	143652	2,210.00
WILLDAN	AD 954 (Arnold) Local Improvement 01/24-03/24	12/20/2023	143653	1,240.07
WILLDAN	AD Dalee/Cassidy RAD 2021 Local Improvement 01/24-03/24	12/20/2023	143653	552.16
WILLDAN	AD Fly In Acres RAD 2021 Local Improvement 01/24-03/24	12/20/2023	143653	792.58
YOUNG'S COPPER ACE HARDWARE	Materials & Supplies - CC	12/13/2023	143597	123.60
<b>TOTAL DECEMBER 2023 DISBURSEMENTS:</b>				<b>2,283,607.28</b>



**RESOLUTION NO. 2023-**

**A RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE CALAVERAS COUNTY WATER DISTRICT**

**RATIFYING CLAIM SUMMARY NO. 622**

**WHEREAS**, the Board of Directors of the CALAVERAS COUNTY WATER DISTRICT has reviewed and considered Claim Summary Number 622 at the Regular Meeting held on January 10, 2024; and

**WHEREAS**, Board Members have resolved questions, issues, or concerns by consultation with District staff during said meeting.

**NOW, THEREFORE, BE IT RESOLVED** that the CALAVERAS COUNTY WATER DISTRICT Board of Directors hereby ratifies Claim Summary Number 622 in the amount of \$2,997,487.50 for the month of December 2023.

**PASSED AND ADOPTED** this 10<sup>th</sup> day of January 2024 by the following vote:

**AYES:**

**NOES:**

**ABSTAIN:**

**ABSENT:**

CALAVERAS COUNTY WATER DISTRICT

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Russ Thomas, President  
Board of Directors

ATTEST:

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Rebecca Hitchcock  
Clerk to the Board

4b

A G E N D A  
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4b

# Agenda Item

DATE: January 10, 2024

TO: Board of Directors

FROM: Michael Minkler, General Manager

SUBJECT: Assignments to District Committees of the Board and Representatives for Joint Powers Authorities for 2024

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## **RECOMMENDED ACTION:**

The Board President will appoint and publicly announce the members of standing committees for the ensuing year. The president may also create or eliminate any committee in his or her discretion at this time. The Board elects the members to serve on Joint Powers Authorities (JPAs) of which the District is a member.

## **SUMMARY:**

Pursuant to Board of Director's Policy No. 4060, the Board President is given the discretion and responsibility to make appointments to standing and *ad hoc* committees of the Board for the ensuing year and to create or eliminate any such committees as deemed necessary or advisable by the President (see attached).

### Board Committees

President Thomas appoints members of the Board to serve on committees of the Board as well as other local/regional organizations and associations of interest as listed in the attached Current Committees and Membership document.

### Joint Powers Authorities

The Board must also elect members to various Joint Powers Authorities of which the District is a member. These memberships are determined by election of the full Board. The following JPA reflects information received since the last Board meeting wherein President Secada requested each Board member submit his or her preferences for committee and JPA membership to the Board Clerk prior to this meeting.

### Other Local and Regional Organizations

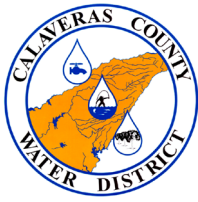
The Board representative(s) for other local and regional organizations and associations of interest (e.g., Mokelumne River Association, Mountain Counties Water Resources Association, Calaveras LAFCO, etc.) are also listed in the attached document. The

listed representatives, which may include one or more members of the Board, reflect preferences received from Board members and do not require formal action of the Board.

**FINANCIAL CONSIDERATIONS:**

Per Policy No. 4030, compensation and expense reimbursement are provided for Board member attendance at meetings of the Board, its committees, joint powers authorities, and other authorized meetings and events. Compensation is provided in the amount of \$120 per meeting with a total of up to six (6) meetings per month per Director. The types and amount of expense reimbursement allowed, including IRS approved mileage reimbursement rates, are set in Policy 4030.

*Attachments: Board of Director's Policy No. 4060 – Committees of the Board of Directors*



# **CALAVERAS COUNTY WATER DISTRICT**

## **Board of Directors**

District 1      Scott Ratterman  
District 2      Cindy Secada  
District 3      Bertha Underhill  
District 4      Russ Thomas  
District 5      Jeff Davidson

## **Financial Services**

Umpqua Bank  
US Bank  
Wells Fargo Bank

## **CCWD Committees**

\*Engineering Committee  
\*Finance Committee  
\*Legal Affairs Committee  
\*External Relations Committee

## **Joint Power Authorities**

ACWA / JPIA  
CCWD Public Financing Authority  
Calaveras-Amador Mokelumne River Authority (CAMRA)  
Calaveras Public Power Agency (CPPA)  
Eastern San Joaquin Groundwater Authority  
Tuolumne-Stanislaus Integrated Regional Water  
Management Joint Powers Authority (T-Stan JPA)  
Upper Mokelumne River Watershed Authority (UMRWA)

## **Other Regional Organizations of Note**

Calaveras County Parks and Recreation  
Committee  
Mountain Counties Water Resources  
Association (MCWRA)  
Mokelumne River Association (MRA)  
Tuolumne-Stanislaus Integrated Regional Water  
Mgt. JPA Watershed Advisory Committee (WAC)  
Eastern San Joaquin Groundwater Authority-Technical  
Advisory Committee

## **Legal Counsel**

Matthew Weber, Esq.  
Downey Brand, LLP

## **Auditor**

Richardson & Company, LLP

## **Membership\*\***

Davidson / Thomas (alt. Secada)  
Secada / Ratterman (alt. Underhill)  
Ratterman / Davidson (alt. Thomas)  
Underhill / Thomas (alt. Secada)

Ratterman (alt. Michael Minkler)  
All Board Members  
Ratterman / Secada (alt. Michael Minkler)  
Michael Minkler (alt. Brad Arnold)  
Thomas (alt. Brad Arnold)  
Secada (alt. Thomas)  
Davidson (alt. Ratterman)

Thomas (alt. Ratterman)

All Board Members

All Board Members  
Brad Arnold (alt. Kelly Gerkenmeyer)

Brad Arnold (alt. Kelly Gerkenmeyer)

\* Standing committees, meetings of which require agendas & public notice 72 hours in advance of meeting.

\*\* The 1<sup>st</sup> name listed is the committee chairperson.

**4060.10** The Board President shall appoint and publicly announce the members of standing committees for the ensuing year no later than the Board's regular meeting each February.

**4060.10.01** The Board's standing committees are assigned to review District functions, activities, and/or operations, within the Board's authority granted by the Water Code. At the request of the Board President each standing committee shall declare and/or review its stated mission and purpose, and present any revised mission/purpose statement to the full Board, for approval.

**4060.10.02** An Alternate Board member named to a standing committee shall be so designated at time of appointment. An Alternate member of a standing committee that has two other Board members assigned may not actively participate in the activities of the committee unless one of the other appointed Board members cannot attend the committee meeting.

**4060.10.02** The meetings of standing committees are open to the public, and are agendized, in accordance with the requirements of the Brown Act. In accordance with the Brown Act it is understood that any Board members attending the committee who are not named as representatives to a standing committee may not participate in the discussion; the involvement of three (3) or more Board members constitutes a quorum and therefore a meeting of the full Board.

**4060.20** The Board President shall appointment such *ad hoc* committees as may be deemed necessary or advisable by him/herself or the Board. The duties of the ad hoc committees shall be outlined at time of the committee's creation, and the committee shall be considered dissolved on the date established at appointment of the *ad hoc* committee by the Board President or when its final report has been made to the Board, whichever occurs first.

**4060.20.01** The meetings of *ad hoc* committees may be open to the public and may be agendized, depending upon the committee's purpose. In such cases, in accordance with the Brown Act it is understood that Board members not named as representatives to a standing committee may not participate in the discussion; the involvement of three (3) or more Board members constitutes a quorum and therefore a meeting of the full Board. More typically, *ad hoc* committees shall involve such issues as do not require public notice.

**4060.30** The Board, by a majority vote of the full Board, may challenge and override the President's creation of either a standing or *ad hoc* committee, or the appointment of a Committee Member to either a standing or ad hoc committee. Any such item must be agendized prior to the vote.

**4060.40** A current list of committees of the Board shall be maintained at all times by the Clerk of the Board.

**4060.40.01** It is understood that the first name listed of Board members appointed to any standing or ad hoc committee shall serve as the Chair of that committee.

6 a

A G E N D A  
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# Agenda Item

DATE: January 10, 2024

TO: Michael Minkler, General Manager

FROM: Damon Wyckoff, Director of Operations

RE: Report on the December 2023 Operations Department

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## **RECOMMENDED ACTION:**

Report on the Operations Departments Report for Districts 1 through 5.

## **SUMMARY:**

Attached is the monthly Operations Department Report for December 2023. The report will review the operational status and work completed by departmental administration and each of the five Districts. The report will cover the following:

- Administration
- Water treatment plants
- Wastewater treatment plants
- Distribution
- Collections
- Construction
- Electrical
- Mechanical

Staff will be present to report to the Board of Directors and will be available for questions.

## **FINANCIAL CONSIDERATIONS:**

None.

*Attachment: December 2023 Operations Department Reports for Districts 1 through 5*



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# Operations Departments Report

December 1<sup>st</sup> through December 31<sup>st</sup>, 2023

## **Director of Operations:**

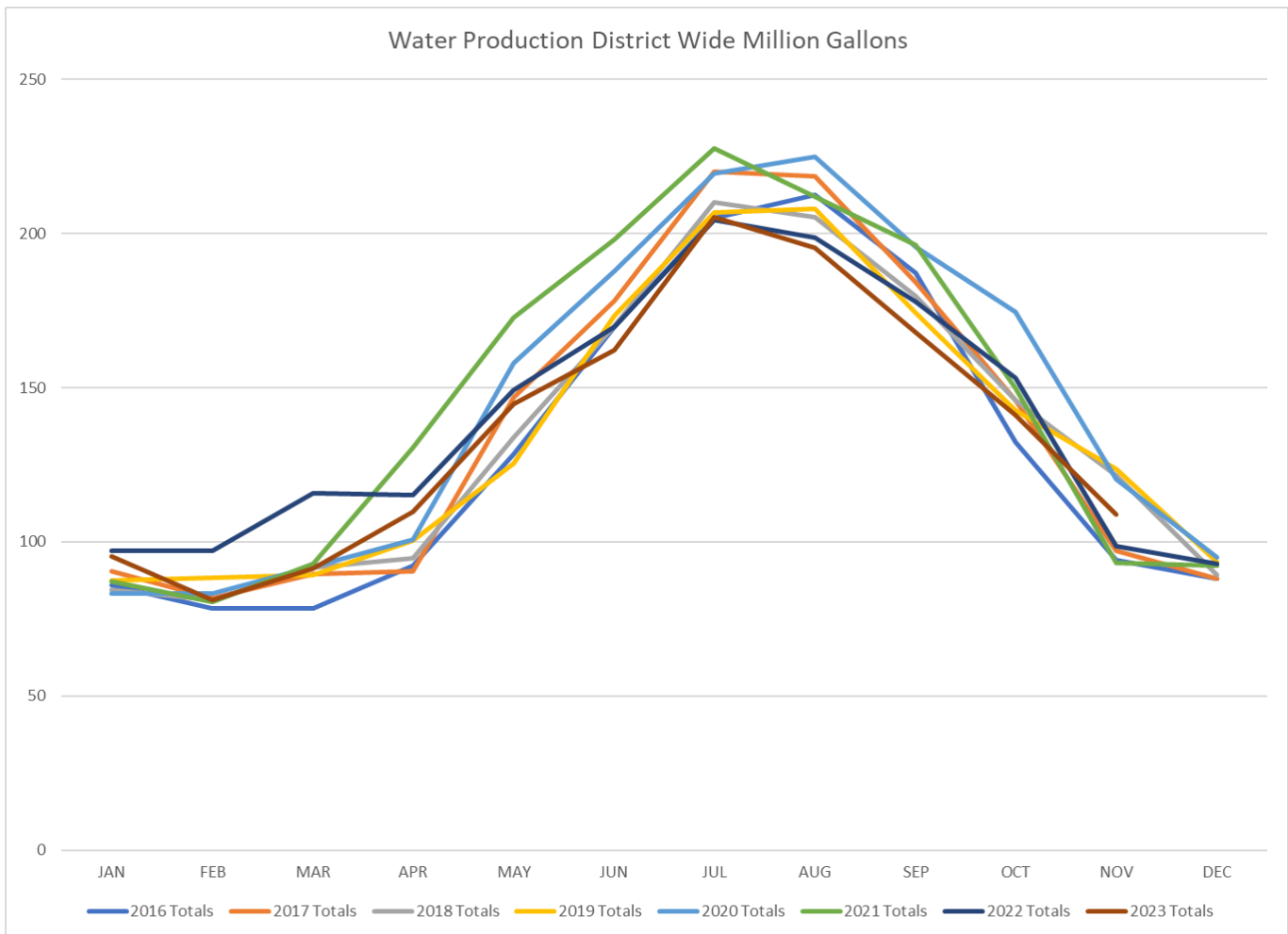
1. On-going coordination and management of multiple District Operations projects and work efforts.
2. Conducted the Districts Quarterly Utilities Coordination Meeting.
3. Participated in the Copper Cove Town Hall Discussion.
4. Site visits to multiple in-construction District projects.
5. Continued to work with District Staff and the consultant to ensure the effective resolution of punch list items for the AMI Project.
6. Participated in the bid walk for the Jenny Lind Water System A to B Transmission Pipeline Project.
7. Participated in multiple onsite project progress meetings.
8. On-going FEMA coordination related to DR-4683 and DR-4699.
9. Participated in the CARBs Truck Regulations Implementation Group (TRIG) Workshop as a member of the Implementation Group and attended the other three working groups (Border Communities, Outreach, and Rule Provisions) Meetings.
10. On-going CARB related work with MCWRA and ACWA.
11. Continued participation in meetings with Calaveras County Public Works focused on road conditions and project coordination in the Rancho Calaveras Service Area.
12. On-going work with Staff and the District's Consultant to glean any additional operational options to improve Disinfection Byproduct reduction in the Ebbetts Pass Service Area.
13. Participated in the District's December All Employee Meeting.

## **Administrative Technician:**

1. Maintained Field Calendar
2. Received/Tracked All USA North Line 811 Locates – Handled Associated Calls –648 Received District Wide
3. Facilitated with Employee Reimbursements
4. Facilitated with Employee Certification – Applications, Exams, Renewals, Trainings, Resources
5. Field Training Course Ordering/Registrations/Travel Arrangements
6. Process Operations Purchase Order Batches
7. On Call Reminders, Transfers, Logs
8. Electronic Lab Report Filing
9. Organizing and Archiving Operations Department Documents
10. Safety Tailgate Meetings: Create, Track, & Archive
11. Attended Various Meetings & Webinars
12. Permit Renewals
13. Continued CERS Program Work Efforts
14. 2023 Backflow Program Work Efforts
15. Cross Connection Survey Work Efforts
16. Completed 2024 On Call Schedule
17. Miscellaneous Administrative Functions

**Plant Operations Manager:**

1. Completed the review and acceptance of the monthly State Water Reports for all the Districts Water Systems and submitted them to the State.
2. Completed the monthly Wastewater Reports for all the Districts Wastewater Systems and submitted them to the State.
3. Working very closely with the new operator in West Point to ensure that all system needs are met.
4. On-going work associated with PO's and ordering supplies for different District facilities and projects.
5. Continued work efforts on annual backflow testing
6. Ongoing work efforts associated with the Ebbetts Pass HAA5 exceedance for purposes of public notification and data collection.
7. Completed backflow testing for our own facilities with our Mechanics supervisor.
8. On-going work with our lab on UCMR5 sampling.
9. Participated in special Board Meeting regarding PFAS/PFOS.
10. Participated in the townhall meeting for Copperopolis.
11. Completed SAFER Clearinghouse reporting.
12. Investigated a noise complaint for Collierville powerhouse.
13. Construction meetings dealing with Copper Cove B Tank and Clearwell project with Peterson Brustad INC.
14. Ongoing work efforts related to the District's Cross Connection Control Surveys with Ms. Burke.
15. Conducted a tour of the District's West Point Wastewater Treatment Plant with Calaveras Unified School District staff.
16. Worked on and submitted the District's 23/24 fiscal year water audits with Woodard & Curran, and the External Affairs Manager.
17. With the help of Woodard & Curran and the External Affairs Manager, submitted the District's Water Use Efficiency report.
18. On-going work with Peterson Brustad Inc. on West Point water plant filter addition.
19. Continued working on the Operations plan for revision for West Point Water Treatment Plant.
20. On-going work efforts with the Districts CERS (California Environmental Reporting System) annual reporting.
21. Working with the Sheriff's department on getting our new radio tower site up and operating.



## **Construction and Maintenance Manager:**

1. Staff meetings.
2. Board meetings.
3. AMI weekly project update meetings.
4. Copper Lift Station and force main relocation project weekly meetings.
5. West Point/Wilseyville Consolidation on-site project meeting.
6. Attended monthly CWEA Northern/Central CA meeting.
7. Weekly Copper Cove Tanks Replacement Project Meetings.
8. Participated in Mobile MMS training with multiple Staff.
9. Participated in the Quarterly Utilities Coordination Meeting.
10. Attended Spill Response Training for Sanitary Sewer Overflows (SSOs)
11. Attended an Army Corps of Engineer Winter Storm Webinar.
12. Participated in a Town Hall Meeting in Copperopolis.
13. Continued to work with Staff on the AMI/Sentryx/Mobile MMS integration.
14. On-going work associated with water service to the Meadowmont Shopping Center.
15. Participated in the Bid Walk for the Jenny Lind Water System's A to B Transmission Pipeline installation project.
16. Site visit to Southworth WWTP with staff to discuss items for Construction Crew work efforts.
17. Routine meetings with The District Construction Senior Supervisor to discuss West Point work efforts status.
18. Field meet with the Utility Crew Senior to discuss service line replacement numbers, game plan for Dunn replacements and discuss plan for mobilizing to Poker Flat.
19. Worked with Distribution Senior in Jenny Lind to obtain quotes for paving replacement of multiple patches.
20. Work with staff in Ebbett's Pass area to complete manual and handheld reading for billing.
21. Multiple field/site visits.
22. Review and approve timecards.
23. Multiple phone calls to customers to discuss issues/concerns.

## **Purchasing Agent:**

1. Worked on inventory of new warehouse.
2. Completed invoicing for purchased material.
3. Met with various reps and received quotes for various items for purchase.
4. Ordered parts, tools, materials, and equipment for all Departments.
5. Coordinated servicing of District Vehicles for Field Staff.
6. Reconciled Credit Cards for Field Staff.
7. Facilitated Factory Recall repairs on Enterprise Vehicles.
8. Worked with the Director of Operations to provide an understanding to Finance of the inordinate amount of pump and pump motor failures that have occurred over-taxing the Operations Pumps & Motors Budget.
9. Delivered supplies, materials, and parts.

## **Water Treatment Plants:**

### **Copper Cove Water Treatment Plant:**

1. Operations as usual
2. B Tank/Clearwell rehabilitation and replacement project has begun. Redwood Tank completely removed.

### **Hunter's (Ebbett's Pass) Water Treatment Plant:**

1. Ran pilot using ACH chemical feed system at plant.
2. All ACH pilot information is logged on data sheet – Completed a report of the ACH dosage pilot study.
3. Filter Inspections Complete.
4. Repair of Filter #1 Clarifier – media leak.
5. Operations as normal.
6. Monthly White Pines Dam inspection completed.

### **Jenny Lind Water Treatment Plant:**

1. Operations as usual

**Sheep Ranch Water Treatment Plant:**

1. Operations as usual

**Wallace Lake Estates Well System:**

1. Operations as usual

**West Point Water Treatment Plant:**

1. Operations as Usual
2. On-going construction for the installation of the second filter – piping installation continues.

**Wastewater Treatment Plants:**

**Arnold Wastewater Treatment Plant:**

1. Operations as usual

**Copper Cove Wastewater Treatment Plant:**

1. Pond 6 is beginning to fill as the cold weather season is upon us.
2. Solids in Ponds 1, 2 and 4. Are causing operational issues, and this needs to be addressed as soon as possible. (I am aware that Pat B and Jesse have been in contact and working on a test for the solids removal with CCWD staff and equipment. This would be a huge cost savings.

**Copper Cove Wastewater Reclamation Plant:**

1. The RCP is off for the Winter weather season.

**Country House Wastewater Facility:**

1. Operations as usual

**Forest Meadows Wastewater Treatment Plant:**

1. Operations as usual
2. UV System Replacement Project complete. The New System is up and operational.

**Indian Rock Vineyards Wastewater Facility:**

1. Operations as usual
2. Need to determine how to provide water service to the facilities to improve system and basket cleaning.

**La Contenta Wastewater Treatment Plant:**

1. Operations as usual
2. Failed Sand filter Air Compressor replaced.

**Mountain Retreat / Sequoia Woods Wastewater Facility:**

1. Operations as usual

**Six Mile Wastewater Collection System:**

1. Monthly reads taken and report submitted to the City of Angels Camp

**Southworth Wastewater Treatment Plant:**

1. Operations as usual

**Vallecito / Douglas Flat Wastewater Treatment Plant:**

1. Operations as usual

**West Point Wastewater Treatment Plant:**

1. Operations as usual

### **Wilseyville Wastewater Facility:**

1. Operations as usual
2. Construction Crew cleared sprayfield of shrubs and brush.

### **Distribution:**

#### **Copperopolis Distribution System:**

##### **SERVICE LINE WORK**

1. 653 High Point
2. 777 Sunrise
3. 851 Foothill

##### **MAIN LINE WORK**

None during this period

##### **Additional Work**

1. 3 Valves Turned
2. Service Requests
3. Flushed 24,000 gallons.
4. USA's
5. Yard cleanup and made space to accommodate the Contractor working on the construction of the second Clearwell.

#### **Ebbett's Pass Distribution System:**

##### **SERVICE LINE WORK**

1. Pine Drive (2 separate leaks), Arnold
2. Hoka Way, BTV
3. Apache Drive, BTV

##### **MAIN LINE WORK**

1. 2" – Commercial Way, Hathaway Pines

##### **Additional Work**

1. 543 USA Tickets.
2. 11 Service Requests Completed.
3. Cal- Fire crews cleared brush and debris at White Pines Barn.
4. Our crew burned piles and cleaned up/ organized area around Barn.
5. Completed the building and installation of protective boxes at Sheep Ranch Tanks.
6. Attended all employee meeting.
7. Ongoing organizing and clean up inside Barn and storage areas.
8. Multiple GIS mapping updates to correct wrong information.
9. Assisted Cla-Val Technician with installation of level delay device at Larkspur Tank to help improve circulation and maintain water quality in Reach 1 system.
10. Prepping of vehicles and equipment for winter snow removal.
11. Manual meter reading and troubleshooting of AMI meters. Replacing Nodes and meters of units that are not responding.
12. Bill Heinle obtained his Grade D3 Distribution Certification – Congratulations Bill!
13. PG&E Underground project has THANKFULLY slowed down for the season!!!

#### **Jenny Lind Distribution System:**

##### **SERVICE LINE WORK**

1. 9031 McAtee
2. 5821 Baldwin
3. 8091 Baldwin
4. 7350 Westhill
5. 3470 Huckleberry
6. 6873 Cane
7. 7611 Kirby

##### **MAIN LINE WORK**

1. 2" on Wong Court

2. Abandoned 2" Valve on Macatee

**ADDITIONAL WORK**

1. Vehicle Inspections
2. Month end reads for hydrant meters, fill stations, Lancha Plana and raw water.
3. Tank and pump station checks.
4. Lower end flushing for water quality.
5. Line locates.
6. Work orders for meter installations, water quality, and pressure issues and leak checks etc.
7. Started the planning and material acquisitions for our valve exercising and unilateral flushing program – Focusing on B and E zones and starting in January.
8. A to B job walk with the engineering firm and outside contractors
9. Assisted West Point with emergency leak repair on Tree Ln from a utility strike by the county road department.
10. Worked on the road to our warehouse as it is in disrepair due to the heavy traffic load and the recent wet weather.
11. Tear down of a fire hydrant that was damaged by a contractor – We pulled it apart to see what had been damaged and are working with the purchasing agent to get a repair kit in for final repair.
12. Dug up and brought up to grade the missing valves that separate B zone from A tank on Hartvickson and poured a house keeping pad around them.

**West Point Distribution System:**

**SERVICE LINE WORK**

1. 1" service line on Tree Lane

**MAIN LINE WORK**

None during this period

**ADDITIONAL WORK**

1. Assisted the Construction Crew in the installation of a fire hydrant on Tree Lane.
2. USAs
3. Service request
4. Monthly reads
5. Weekly pump checks and flow meter reads.

**Construction**

1. Assisted in leak repair with the Ebbetts Pass, Copper Cove, and Jenny Lind Distribution Crews
2. Replaced a Fire Hydrant on Tree Lane in West Point including housekeeping pad and drainage improvements.
3. Slurry Line Meter Read.
4. Cleared brush on the West Point Upper Sprayfield.
5. Reviewed necessary drainage improvements at the Southworth WWTP with the C&M Manager and Treatment Operators.
6. Graded around the Shop at West Point to reduce the amount of stormwater run-on into the Septic System.
7. Installed inline valve at Faye & Patricia in West Point.
8. Participated in Mobile MMS Training.
9. Site Visit to the Meadowmont Shopping Center with the C&M Manager and the EP Distribution Supervisor to review system piping.
10. Participated in the All-Employee Meeting.

**Electrical:**

1. Troubleshoot exhaust fan in the Jenny Lind WTP restroom, fan is nonoperational, ordered replacement.
2. Performed annual flow meter calibrations in the Ebbetts Pass service area.
3. Replaced failed unit heater fan motor in the Hunters WTP filter room.
4. Troubleshoot and repaired the new SCADA system at the West Point WTP, the filter high turbidity and high high turbidity alarms were addressed incorrectly.
5. Performed annual flow meter calibrations in the West Point service area.

6. Troubleshoot/repaired/tested alarming software in the new SCADA system at West Point WTP.
7. Performed annual flow meter calibrations in the Copper Cove service area.
8. Troubleshoot the PLC in the Bummerville pump station, pump call was stuck in logic, tank was at high level, rebooted PLC, call went away.
9. Wired in new zinc dosing pump at the Jenny Lind WTP.
10. Worked on installing a new VFD for pump #2 at Huckleberry lift station to replace the failed soft start
11. Troubleshoot and repaired Bummerville pump station PLC, tank was in a high-level alarm and overflowing, pump call wouldn't go away, found pump start buttons in the old SCADA were momentary, not so in the new Ignition app, made changes to the PLC program to repair.
12. Troubleshoot and repaired Upper Cross Country lift station pump #2 high temp condition, started pump, no GPM, started again, high GPM and correct amp draw.
13. Rewired generator alarm leads at Upper Cross Country lift station to eliminate an erroneous alarm condition.
14. Moved transducers for the new UV system flow meter at Forest Meadows WWTP to the new inlet line, new system now online.
15. Installed portable flow meter on the DAF units at Forest Meadows WWTP, confirming old flow meter displays 27% lower flow than reality.
16. Wired in new valve actuators for filter #2 at the Jenny Lind WTP after the filter rehab project.
17. Cleaned the pressure transducer at 602 Tank after erratic reads, also turned the room heater on for the winter.
18. Attended factory startup and training at the new UV system at the Forest Meadows WWTP.
19. Replaced failed lever transducer at B-Tank in Valley Springs
20. Unwired and L.O.T.O pump #2 at Upper Cross Country lift station after over-temp alarm returned, Shape to warranty pump.
21. Performed annual flow meter calibrations in the La Contenta Wastewater service area.
22. Wired in new valve actuators for filter #1 at the Jenny Lind WTP after the filter rehab project.
23. Replaced 3 ceiling fans with new units in the Hunters WTP filter room after the old units failed.
24. Troubleshoot Rawhide Road AMI repeater again for a power fail alarm, power is still on.
25. Replaced failed flow meter head on filter #5 at the Jenny Lind WTP with spare unit, old unit had a frozen screen and was nonoperational.
26. Troubleshoot and replaced the level transducer at Upper Cross Country lift station, unit failed after removal of the grease mat.
27. Troubleshoot and replaced a failed level transducer at the overflow tank of Lower Cross Country lift station with a new unit.
28. Replaced 2 exterior wallpack fixtures with new on the Hunters WTP filter building.
29. Wired in new spare pump #2 at Upper Cross Country lift station, existing pump had been previously removed and sent in for warranty work.
30. Troubleshoot and repaired a graphical error on the SCADA 1 machine at Hunters WTP.
31. Troubleshoot a PLC communications failure alarm at Hunters WTP, reinstalled ethernet card and checked all ethernet connections.
32. Worked with A-TEEM to program the HMI and PLC for the new grit tank project at Vallecito WWTP.
33. Replaced a failed ASCO solenoid valve for the Magnatrol level controller on filter #1 at Jenny Lind WTP, looks like the ASCO valve was damaged during the filter rehab project.
34. Worked on the Kohler 60kw tow behind generator, trying to locate a replacement voltage selector switch.
35. Performed annual flow meter calibrations in the Jenny Lind service area.

## **Collections:**

1. SSO online reporting completed.
2. Monthly vehicle reports completed.
3. Weekly lift station inspections completed.
4. Completed USAs district wide.
5. Helped the Copper Cove Distribution Crew with leak repairs.
6. Pumped and cleaned septic tanks at 4089 Main Street Vallecito and 4092 Parrott's Ferry for yearly maintenance.
7. Pumped sludge tank at Jenny Lind WTP.
8. Called out to 3676 Angels Rd. Septic tank basket needed cleaning.
9. Continued pumping septic tanks in West Point.

10. TV'd new line at the West Point WTP to make sure test plugs were removed.
11. Hydro'd the head works at the Vallecito WWTP for bimonthly maintenance.
12. Called out to 9051 Cliff Ct. septic tank alarm - no issues found possible hung-up float.
13. -Pulled newly installed pump 2 at the Upper Cross-Country LS due to thermal sensor and wire failure. Took it back to industrial electric for warranty repair.
14. Called to high level at the Lower Cross-Country LS due transducer failure at the Upper Cross-Country LS.
15. Called out to 3903 Canepa Lane - septic tank pump had gone out.
16. Called out to 6880 Ospital rd. Due to alarm going off. Bad on/off float. Replaced.
17. Picked up warranty pump from industrial for Upper Cross-Country LS.
18. Called to 2325 Meadowview Drive, manhole was draining slowly due to roots building up on outlet pipe. Hydro'd it to clear them out.
19. Called out to 4253 Parrots Ferry - pump had gone out. Pumped tank for the night and made repairs during the daylight hours. Worked on the pump and found that it was full of non-flushable debris and trash.
20. Pumped and cleaned Upper and Lower Cross-Country Lift Stations.
21. Pumped and cleaned Saddle Creek Lift Stations 1,2&3 for yearly maintenance.
22. Replaced lid and riser on septic tank at 3963 Juniper.

## **Mechanical:**

1. Assisted the Forest Meadows WWTP Operators and Electricians with lifting the UV bulbs to check cleaning and setup. Built a weather guard for the outdoor HMI and installed an automated drain on the air compressor system to ensure clean process air.
2. Fabricated custom valve locks. Much cheaper than purchasing.
3. Repaired the shop band saw and built a rolling cart for it.
4. Cleaned and repaired the C&C machine and prepped for metal fabrication.
5. Troubleshoot hydraulic leak on VEH #746 (2022 VacCon) – Repaired.
6. Repaired faulty defroster in VEH #592 (2011 F350).
7. Repaired Air System failure on VEH #126 (2004 VacCon).
8. District-Wide Generator Checks.
9. Delivered a Forest Meadows WWTP Effluent Pump and an A-Tank Pump Station Pump to Mar-Tech for repair.
10. Scheduled a Crane Service to pull effluent pump #3 at the Jenny Lind WTP. Completed the work effort
11. Participated in Mobile MMS Training.
12. Confined-Space Entry into the Arnold WWTP Effluent vault to clean pump screens in preparation for Winter.
13. Installed new Air Compressor at the La Contenta WWTP.
14. Repaired failed mini-excavator power tilt bucket. Another significant cost-savings effort for the District.

## **Underground:**

1. Continued to replace services on Dunn Road in Rancho Calaveras.
2. Moved material and equipment to Poker Flat in Copperopolis.
3. Assisted Crews with leak repair.
4. Began cleanup to mobilize off Baldwin and move to Dunn.

**Prepared By: Damon Wyckoff, Director of Operations**