

MINUTES

CALAVERAS COUNTY WATER DISTRICT REGULAR BOARD MEETING

MARCH 13, 2024

Directors Present: Scott Ratterman, President
Russ Thomas President
Bertha Underhill, Vice-President
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
Pat Burkhardt, Construction and Maintenance Manager
Kevin Williams, Senior Civil Engineer
Jared Gravette, Senior Supervisor Construction Inspector
Kelly Richards, Customer Service Supervisor
Stacey Lollar, Human Resources Manager*
Kate Jesus, Human Resources Technician*
Dylan Smith, Information Systems Administrator*
Mark Rincon Ibarra, District Engineer
Haley Airola, Engineering Coordinator*
Tiffany Burke, Administrative Technician*
Robin Patolo, Customer Service*
Corinne Skrbina, Customer Service*
Kate Darby, Customer Service*
Kelly Soulier-Doyle, Accounting Technician*
Sam Singh, Engineering Technician*

Others Present: Brian Nash, Richardson & Company, LLC. *
Michael Eaker, D.A. Wood Inc
Jonathan Young, D.A. Wood Inc.
Joel Metzger
Francisco de la Cruz
Kamiko Tsuchida, Eide Bailly*
James Ramsey, Eide Bailly*
Scott Nelsen, Eide Bailly*
Mchael Rogers*
Cindy Secada*

ORDER OF BUSINESS

CALL TO ORDER / PLEDGE OF ALLEGIANCE

1. **ROLL CALL**

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

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

3. **CONSENT AGENDA**

3a Approval of Minutes for the Board Meeting of January 24 and February 7, 2024
(Rebecca Hitchcock, Clerk to the Board)

3b Review Board of Directors Monthly Time Sheets for February 2024
(Rebecca Hitchcock, Clerk to the Board)

3c Ratify Claim Summary #624 Secretarial Fund in the Amount of \$4,895,544.11 for
February 2024
(Jeffrey Meyer, Director of Administrative Services) **RES 2024-12**

3d Action regarding Calaveras County Water District's letter of support for Utica Water
and Power Authority's draft applications for small conduit exemptions and surrender
of FERC licenses P-2019 and P-2699.
(Michael Minkler, General Manager) **RES 2024-13**

3e Report on the February 2024 Operations Department
(Damon Wyckoff, Director of Operations)

MOTION: Director Davidson moved to approve the Consent Agenda as presented. Director Underhill seconded the motion, and it was approved (4-0).

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

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

4. **NEW BUSINESS**

4a [Discussion/Action regarding Adoption of Mitigated Negative Declaration for the Jenny Lind Water System Tank A-B Water Transmission Pipeline Project, CCWD CIP# 11088](#)
(Kevin Williams, Senior Civil Engineer) **RES 2024-14**

DISCUSSION: Kevin Williams, Senior Civil Engineer, presented the Mitigated Negative Declaration for the Jenny Lind Water System, Tank A-B Water Transmission Pipeline Project and responded to questions.

PUBLIC COMMENT: No public comment was heard.

MOTION: Director Davidson moved to adopt Resolution No. 2024-14 Adopting a Mitigated

Negative Declaration for the Jenny Lind Water System, Tank A-B Water Transmission Pipeline, Director Ratterman seconded the motion, and it was approved (4-0).

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

4b [Discussion/Action regarding Contract Award for Jenny Ling A-B](#)
(Kevin Williams, Senior Civil Engineer) **RES 2024-15**

DISCUSSION: Kevin Williams, Senior Civil Engineer, presented the bids received for the Jenny Lind Water System, Tank A-B Water Transmission Pipeline Project and responded to questions.

PUBLIC COMMENT: Public comments were given by Michael Eaker and Jonathan Young from D.A. Wood Inc.

MOTION: Director Ratterman moved to adopt Resolution No. 2024-15 Awarding Construction Contract for the Jenny Lind Water System, Tank A-B Water Transmission Pipeline Project, Director Davidson seconded the motion, and it was approved (4-0).

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

4c [Discussion/Action Regarding the Audited Financial Statements for the Fiscal Year Ending June 30, 2023, by Richardson & Company, LLP](#)
(Michael Minkler, General Manager)

DISCUSSION: Brain Nash, Richardson & Company presented Audited Financial Statements for the Fiscal Year Ending June 30, 2023, and responded to questions.

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

MOTION: Director Davidson moved to accept the Audited Financial Statements for the Fiscal Year Ending June 30, 2023, Director Underhill seconded the motion, and it was approved (4-0).

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

4b [Discussion/Direction Regarding the Management Letter for the Audited Financials for Fiscal Year Ending June 30, 2023, by Richardson & Company, LLP](#)
(Michael Minkler, General Manager)

DISCUSSION: Brain Nash, Richardson & Company presented the Management Letter for the Audited Financials for Fiscal Year Ending June 30, 2023, and responded to questions.

PUBLIC COMMENT: No public comment was heard.

4c [Discussion/Action Regarding the Mid-Year FY 2023-24 Operating and Capital Improvement Program Budgets](#)
(Michael Minkler, General Manager) **RES 2024-16**

DISCUSSION: Michael Minkler, General Manager, reviewed the Mid-Year FY 2023-24 Operating and Capital Improvement Program Budgets and responded to questions.

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

MOTION: Director Ratterman moved to adopt Resolution 2024-16, Amending the FY 2023-24 Operating and Capital Improvement Program Budgets, Director Davidson seconded the motion, and it was approved (4-0).

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

4f [Discussion Regarding Financial Services Consulting Agreement](#)
(Michael Minkler, General Manager)

DISCUSSION: Michael Minkler, General Manager, presented the proposal for an outside financial consulting service and responded to questions.

PUBLIC COMMENT: Public comments were given by James Ramsey, Scott Nelson, and Kamiko Tsuchida from Eide Bailly.

MOTION: Director Ratterman moved by Minute Entry to approve the proposal from Eide Bailey for financial consulting services, Director Underhill seconded the motion, and it was approved (4-0).

AYES: Directors Ratterman, Underhill, Davidson, and Thomas
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 new Water Resources Manager, John Coleman begins work on Monday; 2) the successful hiring of a Water Resources Specialist; 3) budget development; 4) CCWD, UPUS, UTICA, and Angels Camp meetings; 5) the Engineering Committee meeting; 6) the Finance Committee meeting; 7) the Ad hoc Real Estate meeting; 8) the trout release by Michelson Elementary School; 9) meetings with the Poker Flat HOA; and 10) the Army Corp of Engineers approved the 11.2 million in appropriations for Copper Cove

BOARD REPORTS / INFORMATION / FUTURE AGENDA ITEMS

Director Ratterman attended the ACWA Nashville Conference and ACWA DC Conference. He reported on the upcoming MCWRFA reception in Columbia and that he was appointed to the ACWA Outreach Taskforce.

Director Ratterman left the meeting at 2:50 p.m.

Director Thomas asked about the Eastside San Joaquin Groundwater Authority meetings. He also reported on the Calaveras County Parks & Recreation Commission funding for professional analysis of the county needs. He read the dates for the town halls in each district for Parks & Rec.

Director Underhill reported the White Pines Park Committee meeting is March 18th.

Director Davidson requested timelines and town halls for the A-B project in Jenny Lind.

7. NEXT BOARD MEETINGS

- Wednesday, March 27, 2024, 1:00 p.m., Regular Board Meeting
- Wednesday, April 10, 2024, 1:00 p.m., Regular Board Meeting

8. CLOSED SESSION

The meeting adjourned into Closed Session at approximately 3:02 p.m. Those present were Board Members: Bertha Underhill, Russ Thomas, and Jeff Davidson; staff members Michael Minkler, General Manager; and Matt Weber, General Counsel.

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

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

9. REPORTABLE ACTION FROM CLOSED SESSION

The Board reconvened into Open Session at approximately 3:24 p.m. There was no reportable action.

10. ADJOURNMENT

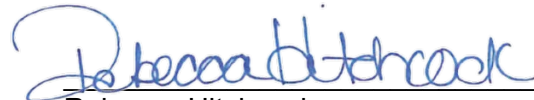
With no further business, the meeting adjourned at approximately 3:24 p.m.

By:



Michael Minkler
General Manager

ATTEST:



Rebecca Hitchcock
Clerk to the Board