



RESOLUTION NO. 2021-28
RESOLUTION NO. PFA-02
ORDINANCE NO. 2021-01

MINUTES

CALAVERAS COUNTY WATER DISTRICT REGULAR BOARD MEETING

MAY 12, 2021

- Directors Present: Jeff Davidson, President
Cindy Secada, Vice-President
Scott Ratterman, Director
Russ Thomas, Director
- Directors Absent: Bertha Underhill, Director
- Staff Present: Michael Minkler, General Manager
Matt Weber, General Counsel
Rebecca Hitchcock, Clerk to the Board
Rebecca Callen, Director of Administrative Services
Damon Wyckoff, Director of Operations
Pat Burkhardt, Construction and Maintenance Manager
Brad Arnold, Manager of Water Resources
Jessica Self, External Affairs Manager
Stacey Lollar, Human Resources Manager
Deja Howarth, Human Resources Technician
Bob Godwin, Civil Engineer, Sr.
Sam Singh, Engineering Tech
Kate Jesus, Engineering Coordinator
Tiffany Burke, Administrative Technician Senior
- Others Present: Tyler Mayo
Katie Cole
Ralph Copeland
Michelle Finch
Nolan Meyer

ORDER OF BUSINESS

CALL TO ORDER / PLEDGE OF ALLEGIANCE

1. ROLL CALL

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

2. PUBLIC COMMENT

There was no public comment.

3. CONSENT AGENDA

MOTION: Directors Ratterman/Secada–Approved Consent Agenda Item:
3a, 3b, 3c, and 3d as presented.

- 3a Approval of Minutes for the Board Meeting of April 14, 2021
- 3b Review Board of Directors Monthly Time Sheets for April 2021
- 3c Ratify Claim Summary #590 Secretarial Fund in the Amount of \$1,612,155.69 for April 2021
(Rebecca Callen, Director of Administrative Services) **RES 2021-28**
- 3d Consider Acceptance of an Easement and related Agreement for 462 La Contenta Drive
(Damon Wyckoff, Director of Operations) **RES 2021-29**

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

4. PUBLIC HEARING

President Davidson Opened the Public Hearing at 1:05 pm.

- 4a Accept Public Comment on the District's Draft 2020 Urban Water Management Plan Update
(Brad Arnold, Manager of Water Resources)

Mr. Arnold gave a review of the District's Draft Urban Water Management Plan (UWMP) update that has been prepared and disseminated for public review and is due to the California Department of Water Resources by July 1st. The District is required to update its Plan every five years and involves public outreach as part of the required update. Public comment is accepted through May 21st and staff will respond accordingly. Public comment will be incorporated into the final UWMP and will be provided to the Board of Directors for consideration and adoption on June 23, 2021. There was discussion between the Board and staff regarding the plan.

PUBLIC COMMENT: Ralph Copeland stated that upon his initial review of the document, he thinks it is very well written and seems to be a complete report. He looks forward to providing comments after his review is complete.

President Davidson Closed the Public Hearing at 1:28 pm.

5. NEW BUSINESS

- 5a Discussion/Action regarding support for CAL FIRE funding opportunity for West Point Fuel Reduction Project
(Jessica Self, External Affairs Manager) **RES 2021-30**

MOTION: Directors Secada/Ratterman-Authorized Submittal of an Application to the CAL FIRE Grant Program.

DISCUSSION: Ms. Self advised the Board that CAL FIRE is seeking applications for projects focused on fire prevention throughout the state. District staff recommend seeking funding to support the West Point Fuel Reduction Project, which proposes treatment of approximately thirty acres of District property.

PUBLIC COMMENT: There was no public comment.

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

5b Discussion/Action Regarding the Adjustment of the Capital Improvement Program Budget
(Rebecca Callen, Director of Administrative Services and Damon Wyckoff, Director of Operations) **RES 2021-31**

MOTION: Directors Ratterman/Secada-Approved the Adjustment to the Capital Improvement Budget

DISCUSSION: Mr. Wyckoff explained that the materials contractor for the Ebbetts Pass Redwood Tank Replacement Project has asked for a 30 percent upfront payment for the projects raw materials. This upfront payment will secure the pricing and place the District in the manufacturers queue for the fabrication of 5 new steel water storage tanks.

PUBLIC COMMENT: There was no public comment.

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

6. **REPORTS**

6a Report on the April 2021 Operations and Engineering Departments
(Damon Wyckoff, Director of Operations)

DISCUSSION: Mr. Wyckoff presented the April 2021 monthly Operations and Engineering reports. He reviewed items of interest with special note of the large amount of line locates in April and answered questions from the Board.

PUBLIC COMMENT: There was no public comment.

6b General Manager's Report
(Michael Minkler)

DISCUSSION: Mr. Minkler reported on the following activities: 1) the draft budget will be presented to the Finance Committee next week; 2) a meeting between the District, Calaveras County, the White Pines Park Committee, the Moose Lodge, the Courtwright-Emerson Ballpark, and the Car Show organizers regarding the Blagen Road Bridge rehabilitation; 3) the Bureau of Reclamation meeting

yesterday; 4) the District is planning a Town Hall meeting in Copperopolis on May 25 at the Black Creek HOA; and 5) the State drought declaration.

7. BOARD REPORTS / INFORMATION / FUTURE AGENDA ITEMS

Director Ratterman reported he would still like an update on the Districts cyber security assessment. He will be attending the Mountain Counties meeting on Friday the 14th and CAMRA on Wednesday the 19th. He also feels the CIP was way too aggressive last year and he would like to see the District scale back.

Director Thomas asked about confirming the location for the town hall.

Director Secada asked about cyber threats and would also like to see the CIP scaled back. She also reported that she will attend the IRWM meeting next week.

Director Davidson had nothing to report.

8. NEXT BOARD MEETINGS

- Wednesday, May 26, 2021, 1:00 p.m., Regular Board Meeting
- Wednesday, June 9, 2021, 1:00 p.m., Regular Board Meeting

The meeting adjourned into Closed Session at approximately 2:06 p.m. Those present were Board Members: Russ Thomas, Cindy Secada, Jeff Davidson, and Scott Ratterman; staff members Michael Minkler, General Manager, Damon Wyckoff, Director of Operations (for item 9a), Stacey Lollar, Human Resources Manager; Michael Jarvis, LCW Negotiator (for item 9c) Suzanne Solomon, LCW (for item 9d); and General Counsel, Matt Weber.

9. CLOSED SESSION

- 9a Conference with Real Property Negotiators Government Code § 54956.8
Property: APN 098-034-010 477 Bret Harte Dr. Copperopolis
District negotiators: Michael Minkler and Damon Wyckoff
Under negotiations: price and other terms
- 9b Conference with Real Property Negotiators Government Code § 54956.8
Property: APN 012-011-011 West Point
District negotiators: Michael Minkler
Under negotiations: price and other terms
- 9c Government Code § 54957.6 Agency Negotiators: General Manager Michael Minkler, HR Manager Stacey Lollar and Michael Jarvis Regarding Negotiations with Employee Organization SEIU Local 1021 and Management and Confidential Unit
- 9d Conference with Legal Counsel-Anticipated Litigation
Significant Exposure to Potential Litigation-Government Code § 54956.9(d)(2)-3 cases

10. REPORTABLE ACTION FROM CLOSED SESSION

The Board reconvened into Open Session at approximately 4:08 p.m. There was no reportable action.

11. **ADJOURNMENT**

With no further business, the meeting adjourned at approximately 4:08 p.m.

Respectfully Submitted:



Michael Minkler
General Manager

ATTEST:



Rebecca Hitchcock
Clerk to the Board