

RESOLUTION NO. 2019-67
RESOLUTION NO. PFA-03
ORDINANCE NO. 2019-03

MINUTES

CALAVERAS COUNTY WATER DISTRICT REGULAR BOARD MEETING

September 25, 2019

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

Directors Absent: Jeff Davidson, Director

Staff Present: Peter Martin, Interim Director of Administrative Services
Matt Weber, General Counsel
Rebecca Hitchcock, Clerk to the Board
Chares Palmer, District Engineer

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 Davidson was absent.

2. PUBLIC COMMENT

There was no public comment

3. CONSENT AGENDA

MOTION: Directors Secada/Underhill - Approved Consent Agenda Items:
3b and 3c as presented

Director Thomas pulled Item 3a from the Consent Agenda

3a Approval of Minutes for the Board Meetings of August 28 and September 11, 2019

3b Ratify Claim Summary #570 Secretarial Fund in the Amount of \$4,454,320.14 for August, 2019
(Peter Martin, Interim Director of Administrative Services) **RES 2019-67**

3c Accept the Report on the Monthly Investment Transactions for August, 2019

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

OFF CONSENT AGENDA

Director Thomas pulled Item 3a from the Consent Agenda

3a Approval of Minutes for the Board Meetings of August 28 and September 11, 2019

MOTION: Directors Thomas/Ratterman – Approved Consent Item 3a as amended.

DISCUSSION: Director Thomas requested a change to the August 28 Minutes. In the Board Reports section for Director Thomas, the name of the meeting he attended should be listed as Saddle Creek Citizens Group. Director Secada also requested a change on Consent item 3a. It currently shows the Approval of Minutes for the Board Meeting date of August 28, 2019 and should be August 14, 2019.

PUBLIC COMMENT: There was no public comment.

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

The meeting adjourned into Closed Session at approximately 1:10 p.m. Those present were Board Members: Russ Thomas, Bertha Underhill, Cindy Secada, and Scott Ratterman; and District Counsel, Matt Weber.

4. CLOSED SESSION

4a Public Employee Performance Evaluation-Government Code §54957
General Manager

The Board reconvened into Open Session at approximately 1:35 p.m. There was no reportable action.

5. NEW BUSINESS

5a Discussion/Action Authorizing Revisions to the Division 5/Jenny Lind and La Contenta/Gold Creek Estates Unit 3, Water and Wastewater Service Facilities Agreement
(Charles Palmer, District Engineer) **RES 2019-68**

MOTION: Directors Ratterman/Underhill - Adopted Resolution 2019-68
Authorizing Revisions to the Division 5/Jenny Lind and La
Contenta/Gold Creek Estates Unit 3, Water and Wastewater Service
Facilities Agreement

DISCUSSION: Mr. Palmer reviewed the changes to the Division 5/Jenny Lind and La Contenta/Gold Creek Estates Unit 3, Water and Wastewater Service Facilities Agreement. Mr. Palmer responded to questions from the Board regarding the changes and reasons behind them.

PUBLIC COMMENT: There was no public comment.

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

5b Discussion/Action Regarding Consideration of General Manager Contract
Addendum
(President Thomas)

MOTION: Directors Secada/Underhill - By Minute Entry Approve Amendment No.
1 to the General Manager's Employment Contract

DISCUSSION: Director Thomas reported on the General Manager evaluation. He stated that Mr. Minkler has done a fine job and the Board would like to increase his annual salary by 3% effective October 1, 2019. The Board feels there have been positive improvements since Mr. Minkler has been with the District.

PUBLIC COMMENT: There was no public comment.

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

6. **REPORTS**

6a General Manager Report

DISCUSSION: Mr. Martin reported on the following activities in Mr. Minkler's absence: 1) the Draft County Trenching Policy details will be presented at the next Board meeting; 2) the District is close to making a decision on hiring a Director of Administrative Services; 3) the FY 2018-19 Audit will be completed soon; 4) the GFOA Training Mr. Martin and Mr. Minkler attended regarding strategic planning and setting performance goals and planning as part of the budget process; and 5) there is research underway regarding sound proofing for the District conference rooms.

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

Director Underhill reported that the White Pines Ball Park had a break in at the Snack Shack last week. Also, Cal Fire will be taking down about 50 dead trees at White Pines Park and the District would like CalFire to supply a wood chipper for the project.

Director Ratterman reported that the Mountain Counties Association Tour and reception in Murphys is November 14. He thanked Downey Brand and Condor Earth Technologies for sponsoring the event.

Director Secada attended the T-Stan IRWM JPA meeting and the financial reports showed a surplus to roll over into the next fiscal year. They adopted a Resolution authorizing submission of a Proposition 1 Round 1 Implementation Grant.

Director Thomas encouraged Staff to reach out to the counties affected by the recent PG&E Safety Power Shutdown to see if there were any surprises the District could learn from.

8. NEXT BOARD MEETINGS

- Wednesday, October 9, 2019, 1:00 p.m., Regular Board Meeting
- Wednesday, October 23, 2019, 1:00 p.m., Regular Board Meeting

9. ADJOURNMENT

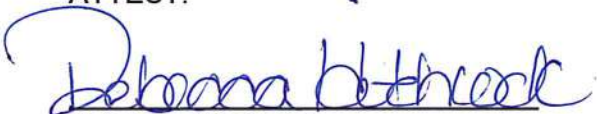
With no further business, the meeting adjourned at 2:06 p.m.

By:



Michael Minkler
General Manager

ATTEST:



Rebecca Hitchcock
Clerk to the Board