



MINUTES

CALAVERAS COUNTY WATER DISTRICT REGULAR BOARD MEETING

JULY 27, 2022

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

Staff Present: Michael Minkler, General Manager
Matt Weber Esq, General Counsel
Rebecca Hitchcock, Clerk to the Board
Jeffrey Meyer, Director of Administrative Services
Damon Wyckoff, Director of Operations
Brad Arnold, Water Resources Manager
Jessica Self, External Affairs Manager
John Griffin, Senior Civil Engineer
Kate Jesus, Engineering Coordinator
Pat Burkhardt, Construction and Maintenance Manager
Charles Palmer, District Engineer
Kevin Williams, Senior Civil Engineer
Tiffany Burke, Administrative Technician, Sr.
Carol Bowen, Customer Service Representative
Chris Skrbina, Senior Distribution Worker

Others Present: None

ORDER OF BUSINESS

CALL TO ORDER / PLEDGE OF ALLEGIANCE

1. ROLL CALL

President Secada called the Regular Board Meeting to order at 1:05 p.m. and led the Pledge of Allegiance. All Directors were present.

2. PUBLIC COMMENT

There was no public comment.

3. CONSENT AGENDA

MOTION: Directors Davidson/Underhill-Approved Consent Agenda Items:
3a, 3b, 3c, 3d, and 3e as presented

- 3a Approval of Minutes for the Board Meeting of June 22, 2022
(Rebecca Hitchcock, Clerk to the Board)
- 3b Report on the Monthly Investment Transactions for June 2022
(Michael Minkler, General Manager)
- 3c Approval of Second Amendment to Cell Tower Leases between CCWD
and Pinnacles Cellular, Inc. dba Verizon Wireless
(Michael Minkler, General Manager) **RES 2022-76**
- 3d Acceptance of Revised Easement for Sewer Force Main Relocation Gold Creek
Estates
(Charles Palmer, District Engineer) **RES 2022-77**
- 3e Authorized Signatures on Banking and Investment Accounts
(Michael Minkler, General Manager)
 - Umpqua Bank **RES 2022-78**
 - Local Agency Investment Fund **RES 2022-79**
 - Chandler Asset Management **RES 2022-80**

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

4. NEW BUSINESS

- 4a Proposed Award of Construction Contract for the Copper Cove Lift Station 6, 8, 15 &
18 and Lift Station 12 & 13 Force Main Bypass Project
(Charles Palmer, District Engineer) **RES 2022-81**

**MOTION: Directors Ratterman/Thomas-Approved RES 2022-81 Awarding a
Construction Contract for the Copper Cove Lift Station 6, 8, 15 & 18
and Lift Station 12 & 13 Force Main Bypass Project**

DISCUSSION: Charles Palmer reported on the bids received for this project. He explained that the low bidder had made a significant error on their bid and withdrew. Mozingo was the next lowest bidder. Mr. Palmer also stated the District will file for CEQA exemption for this project. Mr. Minkler added staff is excited to see this project move forward and there will be community outreach once a timeline is determined.

PUBLIC COMMENT: There was no public comment.

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

- 4b Discussion/Action regarding Side Letter Agreements with the SEIU and MCU
Bargaining Units
(Stacey Lollar, Human Resources Manager)

• Side Letter for the SEIU Local 1021 Unit

RES 2022-82

MOTION: Directors Ratterman/Davidson - Approved RES 2022-82 Approving the Side Letter between CCWD and the SEIU Local 1021

DISCUSSION: Stacey Lollar stated the Board had approved a new Information Systems Technician at the Board meeting of July 13, 2022. The SEIU Local 1021 agrees with the following changes to the MOU:

- Removal of the Information Systems Administrator classification
- Addition of the Information Systems Technician I/II classification
- Addition of the Water Resources Specialist classification
- Formula correction for the Customer Service Supervisor classification

She also stated there was a correction to the Customer Service Supervisor pay scale due to an error in the original calculations. She mentioned the employee was paying the District back the salary overage. Director Secada asked how many pay periods they had to repay for, and Ms. Lollar stated it was for only one pay period.

PUBLIC COMMENT: There was no public comment.

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

• Side Letter for the MCU Unit

RES 2022-83

MOTION: Directors Underhill/Davidson - Approved RES 2022-83 Approving the Side Letter between CCWD and the Management Confidential Unit

DISCUSSION: Stacey Lollar stated the Board had approved a new Water Resources Technician at the Board meeting of July 13, 2022. The MCU agrees to the following changes to their MOU:

- Addition of Limited Eligibility Exception for Reinstated Retirees section in Article 8 – Medical and Related Benefits
- Addition of the Information Systems Administrator classification
- Increase to the District Engineer classification to match the Director of Operations classification.

Director Secada asked if the change to the District Engineer had been previously discussed with the Board and Ms. Lollar stated it was not, but the change was minimal. There was brief discussion regarding the pay scale change. There was discussion regarding the changes.

PUBLIC COMMENT: There was no public comment.

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

5. **OLD BUSINESS**

Director Davidson recused himself from the Board Meeting at 1:20 p.m.

- 5a Approval of Variance Request from the Owner of 49 Cosmic Court, Copperopolis
(Jessica Self, External Affairs Manager) **RES 2022-84**

MOTION: Directors Ratterman/Thomas - Approved RES 2022-84 Approving the Variance Request for 49 Cosmic Court, Copperopolis

DISCUSSION: Jessica Self reviewed the item that was discussed and tentatively approved by the Board at the July 13, 2022, Board meeting. She detailed the changes the variance would approve:

Unit A–Account #711-08939-00-removal of water meter and one sewer equivalent
Unit B–Account #711-08942-00-removal of water meter and one sewer equivalent
Unit C–Account #711-08943-00-removal of water meter and one sewer equivalent
Unit D–Account #711-08944-00–will become the Master Meter for the entire building and the sewer equivalents will be updated to reflect the entire building demand of 2.2 EDU

PUBLIC COMMENT: There was no public comment.

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

Director Davidson joined the meeting at 1:25 p.m.

6. **PUBLIC HEARING**

President Secada opened the Public Hearing at 1:26 p.m.

- 6a Discussion/Action regarding Amendments to Eastside GSA Memorandum of Understanding and Groundwater Sustainability Plan
(Brad Arnold, Manager of Water Resources)
- Executing the First Amendment to the First Amended and Restated MOU for Implementation of the Sustainable Groundwater Management Act in the Eastern San Joaquin Groundwater Basin by Supporting Formation of the Eastside San Joaquin Groundwater Management Agency **RES 2022-85**

MOTION: Directors Ratterman/Davidson - Approved RES 2022-85 Approving the First Amendment to the First Amended and Restated MOU for Implementation of the Sustainable Groundwater Management Act in the Eastern San Joaquin Groundwater Basin by Supporting Formation of the Eastside San Joaquin Groundwater Management Agency

DISCUSSION: Brad Arnold reviewed the key points of the proposed amendment to the MOU for the Eastern San Joaquin Groundwater Basin:

- Amendment to Eastside GSA Restated MOU is needed to address requirements of Executive Order N-7-22, by formalizing a GSA Technical Advisory Committee tasked with reviewing

new groundwater well or existing well alteration permits in the Subbasin for consistency with the Groundwater Sustainability Plan. This amendment would formalize a technical advisory committee to review well permit applications within the GSA.

- The Eastern San Joaquin Groundwater Authority, in coordination with the Eastside GSA and other GWA members, developed four Technical Memorandums to an amended GSP to directly address the deficiencies identified in the California Department of Water Resources' GSP review notice, which must be adopted by the GWA members by July 27, 2022.
- The Eastside GSA is moving forward with the GSP implementation phase of SGMA, but has continued to deal with issues surrounding governance, multi-county structuring, member involvement, etc. Additionally, there are Project Management Actions which have been brought to the GSA for consideration and approval which still need to be addressed. He mentioned a plan that would utilize CCWD's unused New Hogan Water supply for recharge purposes.

Mr. Arnold explained that CCWD's supplies in New Hogan that are not currently being utilized are still the District's contractual supply even if that supply is used by the GSP for projects. There was discussion about this topic.

PUBLIC COMMENT: There was no public comment.

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

- Accepting the Amendment to the Eastern San Joaquin Groundwater Subbasin Groundwater Sustainability Plan **RES 2022-86**

MOTION: Directors Thomas/Underhill - Approved RES 2022-86 Amending the Eastern San Joaquin Groundwater Subbasin Groundwater Sustainability Plan

DISCUSSION: There was no additional discussion.

PUBLIC COMMENT: There was no public comment.

President Secada closed the Public Hearing at 1:43 p.m.

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

7. **REPORTS**

7a General Manager's Report
(Michael Minkler)

DISCUSSION: Mr. Minkler reported on the following activities: 1) the GSA meeting in Stanislaus County; 2) a meeting in Roseville with Congressman McClintock with Director Davidson and Director Ratterman; 3) a meeting in West Point with Travis and Matt from CPUD; 4) a meeting with PG&E regarding common trenches in Copperopolis; 5) a meeting with Hugh Logan and Jack Scroggs regarding the Jenny Lind Elementary School Project; 6) the AMI Project will delay cycle 1 billing by approximately a week; 7) the NCPA Annual BBQ is tonight; 8) IB Consulting has been selected for the upcoming rate study for the District; and 9) the CCWD 75th Birthday Party is scheduled for August 25, 2022.

8. BOARD REPORTS / INFORMATION / FUTURE AGENDA ITEMS

Director Thomas reported this will be his last remote meeting.

Director Underhill reported on the Classic Car Show at White Pines Park.

Director Ratterman reported that he attended the ACWA Washington, D.C. Conference July 11-July 15 and had great meetings, the upcoming Legal Affairs Committee Meeting on August 4, and the Mountain Counties meeting and reception on August 4 and August 5.

Director Davidson had nothing to report.

Director Secada reported that the T-Stan members attended a tour of the Jamestown Sanitary District. She requested the following items: 1) an update on the Strategic Plan; 2) a map of the facilities on the Boardroom wall; 3) project reviews and lessons learned; and 4) information on any policy regarding Director and staff communications.

9. NEXT BOARD MEETINGS

- Wednesday, August 10, 2022, 1:00 p.m., Regular Board Meeting
- Wednesday, August 24, 2022, 1:00 p.m., Regular Board Meeting

10. CLOSED SESSION

The meeting adjourned into Closed Session at approximately 2:16 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 General Counsel, Matt Weber.

- 10a Conference with Real Property Negotiators Gov. Code § 54956.8
Property: APN 012-011-011, West Point
Agency negotiators: M. Minkler
Negotiating parties: Calaveras Healthy Impact Prod Solutions (CHIPS)
Under negotiation: Price and/or terms of payment

11. REPORTABLE ACTION FROM CLOSED SESSION

The Board reconvened into Open Session at approximately 2:32 p.m. There was no reportable action.

12. ADJOURNMENT

With no further business, the meeting adjourned at approximately 2:32 p.m.

By:



Michael Minkler
General Manager

ATTEST:



Rebecca Hitchcock
Clerk to the Board