

Regular Meeting**7:00 P.M.**

MEMBERS PRESENT: Clifford Overmier
John Lavaroni
J.W. Dell'Orto
Richard Blood
Alan (Bill) Claudino

MEMBERS ABSENT: None

STAFF PRESENT: Donna Leatherman, District Manager
Kate Jesus, Administrative Account Assistant

OTHERS PRESENT: Mike Moran, Member of the Public
Antonie Wurster, Member of the Public
Ray Waller, Member of the Public

1. ROLL CALL AND PLEDGE OF ALLEGIANCE: The regular meeting was called to order by Director Overmier at 7:00pm. Director Overmier, Lavaroni, Blood and Claudino were present.

Director Dell'Orto arrived at 7:02pm.

2. PUBLIC COMMENT (Limit 3 minutes per person/15 minutes per subject): Ray Waller addressed the Board regarding public involvement and the availability of the Board packet material on the District website. The Admin Account Assistant provided Mr. Waller with a complete Board packet. This topic is further discussed under item 5 on the agenda.

3. APPROVAL OF CONSENT CALENDAR:
- Minutes for Regular Meeting of September 11, 2018
 - Directors Report for September 2018
 - Monthly Maintenance Report for September 2018

A motion was made by Director Claudino, seconded by Director Dell'Orto to approve the Consent Calendar as mailed. Director Lavaroni inquired about the discrepancy on the Directors Report. The Manager would review and provide a corrected copy to the Board by email. Director Overmier recommended removing item B from the Consent Calendar and present the corrected copy for approval at the November Board meeting. Director Claudino rescinded his motion. Director Lavaroni inquired about a gate repair at the San Andreas tank on the Monthly Maintenance Report; the Manager clarified. A motion was made by Director Blood, seconded by Director Claudino to approve items A and item C of the Consent Calendar as mailed. Directors Lavaroni, Overmier, Dell'Orto, Blood and Claudino voted yes, no nays. Motion carried 5-0.

4. FINANCIAL BUSINESS:

a. Approval of Claim Summary #720: Directors Blood, Overmier and Lavaroni inquired about several payments; the Manager clarified. A motion was made by Director Lavaroni, seconded by Director Claudino to approve the Claim Summary #720 in the amount of \$189,623.01 as presented. Motion carried 5-0.

b. 1st Quarter Budget Report: Several line items of the report were discussed and addressed by the Manager. The Board discussed the budget adjustment and use of reserves after review of the 2017/18 Annual Audit and the 2nd Quarter Budget Report. A motion was made by Director Dell'Orto, seconded by Director Lavaroni to approve the 1st Quarter Budget report as presented. Motion carried 5-0.

c. Review Reserve and Fund Balance Policy: The Board reviewed the policy and discussed the balance levels. Director Claudino inquired about the Rate Stabilization Fund; the Manager clarified. Director Blood inquired about the reference to the District Accounting Policy; the Manager stated that

this policy is currently under review by staff and a draft will be presented to the Board for review when complete. Director Overmier tabled the item upon further review at the next Board meeting.

5. **DISCUSSION: DIRECTOR EMAIL ACCOUNTS AND TRANSPARENCY (R. BLOOD):** Director Blood submitted an Agenda Item Request regarding the option for a Director email account provided by the District. Additionally, a request was made that the Board packet be available on the District website prior to the Board meetings. The Manager reported that the Directors could continue to use their current email accounts and the CPUD general email account, info@cpud.org is available for the public to send correspondence to the Board as needed. The Board packet will be posted on the District website in accordance with the Board of Directors Policy. Members of the public may also receive the Board packet upon request.

6. **DISCUSSION: PROPOSED RATE INCREASE NEXT STEPS:**

a. **Ad Hoc Committee Report (Directors Overmier & Blood):** Director Overmier stated that the committee is currently reviewing the Operation and Maintenance budget figures and will discuss at the next Ad Hoc meeting. An outline for the two Ad Hoc meetings were presented to the Board for review. Director Blood stated that the committee is reviewing the costs associated with treatment and distribution system. The Capital Improvement Plan will be discussed at the next committee meeting.

7. **DISCUSSION/ACTION: WATERLINE EXTENSION AGREEMENT – COURT STREET, SAN ANDREAS:** The Board discussed the plans, cost estimate and fire flow benefits prepared by the District Engineer for the possible line extension of Court Street in San Andreas. Director Blood expressed his concerns regarding the cost, flow needs, and effect on the current budget. A motion was made by Director Lavaroni, seconded by Director Dell’Orto to authorize the Manager to prepare a Request for Proposal for the extension of an additional 365 LF of 6” waterline to loop the from Court Street to the 10” main near Highway 49 in San Andreas with a cost not to exceed \$115,000 from the 2018/19 Capital Improvement Plan Budget. Directors Lavaroni, Overmier, Dell’Orto and Claudino voted yes. Motion carried 4-1-0. Director Blood abstained.

8. **RESOLUTION 2018-19: ACCEPTING PIXLEY AVENUE WATERLINE REPLACEMENT PROJECT:** The Manager recommended tabling until the November Board meeting.

9. **RESOLUTION 2018-20: ACCEPTING ON-SITE CHLORINE GENERATION PROJECT:** The Manager gave a recap of the project which was completed on July 12, 2018. Director Overmier inquired about the final cost; the Manager referenced the 1st Quarter Budget report showing a breakdown of the cost. A motion was made by Director Lavaroni, seconded by Director Claudino to approve Resolution 2018-20: Accepting On-Site Chlorine Generation Project. Directors Lavaroni, Overmier, Dell’Orto, Blood and Claudino voted yes. Motion carried 5-0.

10. **REPORT: TREE MORTALITY MITIGATION PROGRAM:** The Manager reported that the contractor, Trees LLC has completed the removal of the trees included in the Tree Mortality Plan and site inspections by ACRT and District staff to confirm project sites are complete to prepare for acceptance at the November Board meeting. An update on the claim for damages to the Schaads waterline was given to the Board.

11. **RESOLUTION 2018-21: UPDATING AUTHORIZED SIGNERS TO BANK SIGNATURE CARD:** The Resolution was presented to the Board for approval. A motion was made by Director Lavaroni, seconded by Director Dell’Orto to approve Resolution 2018-21: Updating Authorized Signers to Bank Signature Card. Directors Lavaroni, Overmier, Dell’Orto, Blood and Claudino voted yes. Motion carried 5-0.

12. **DISCUSSION: MOUNTAIN COUNTIES WATER RESOURCES ASSOCIATION (MCWRA):**

a. **MCRWA Symposium – 10/26/2018:** A flyer was presented to the Board for consideration.

b. **Request for Support – Proposition 3 “Water Supply and Water Quality Act 2018”:** A letter of support from members of MCRWA was requested. The Board discussed the benefits of the proposition

for the District such as possible grant funding. Director Claudino recommended that the Manager draft a letter of support.

13. MONTHLY WATER USAGE REPORT:

- a. Monthly Report: The water usage for the month of September 2018 was presented for review and discussion.
- b. Bulk Water Report: The Board reviewed the report showing a comparison of water usage and revenue from the five fill stations for 2017 and 2018.

14. MANAGERS COMMENTS:

- a. Monthly Report: A list of current projects being worked on by staff was provided to the Board for review. Director Dell'Orto inquired about the status of the South Fork Pump Station pump repair; the Manager clarified. The District submitted a Project Information Sheet for the Schaads Pipeline and Hydroelectric Project through the MAC Plan which will be presented at the next RPC Workshop on October 25, 2018.
- b. Draft Accounting Policies & Procedures: Staff is currently revising the Accounting Policies and Procedures to be presented to the Board for review at a future Board meeting.
- c. CSDA Conference Report: The Manager reported on the attendance at the annual conference and the upcoming CSDA Gold Country Chapter meeting in January 2019. The District will be working on the CSDA District Transparency Certificate of Excellence which promoted transparency in the operations of Special Districts to the public.

15. DIRECTORS COMMENTS:

- a. LAFCO – Meeting Report 9/17/18 – Director Lavaroni: Nothing to report.
- b. CAMRA – Meeting Reminder 10/17/18 – CAMRA Tour: An invitation would be emailed to the Board for consideration.
- c. UMRWA – Meeting Report and Annual EBMUD BBQ 10/5/18 – Director Blood: A recap of the discussion regarding UMRWA projects was given by Director Blood. The Manager reported that the Executive Director, Rob Alcott, would be retiring.
A letter from Carole Thomas regarding a water leak on her side of the meter was presented to the Board for review.
The Manager reminded the Board that any comments from the Directors can be reported under the Director's Comments agenda item. Director Claudino reported on a discussion he had with a member of the public regarding the District's proposed rate increase.

16. CLOSED SESSION

- a. Conference with Legal Counsel – Anticipated Litigation Government Code § 54956.9(d)(3)
Negotiating Parties: Donna Leatherman and Chris Williams
At 9:23pm the Board convened to a closed session. The Board reconvened at 9:52pm. No action was taken.

17. ADJOURNMENT (Next meeting 11/13/18): As there was no further business to come before the Board, the meeting was adjourned at 9:53 p.m.

Respectfully submitted,

Kate Jesus, Administrative Account Assistant