

CALAVERAS PUBLIC UTILITY DISTRICT

January 10, 2023

Regular Meeting

3:00 pm

**DIRECTORS PRESENT:** Richard Blood  
J.W. Dell'Orto  
Steve McDermed

**DIRECTORS ABSENT:** Brady McCartney  
Jack Tressler

**STAFF PRESENT:** Travis Small, General Manager  
Adam Brown, District Legal Counsel  
Mathew Roberts, Water System Superintendent

**OTHERS PRESENT:**

1. **CALL THE MEETING TO ORDER:** The regular meeting was called to order by President Blood at 3:12 P.M.
2. **ROLL CALL OF DIRECTORS:** Directors Blood, Dell'Orto, and McDermed were present. Directors McCartney and Tressler were absent.
3. **PLEDGE OF ALLEGIANCE**
4. **PUBLIC COMMENT (Limit 3 minutes per person/15 minutes per subject):** Travis Small, General Manager, asked the Board to remove agenda item #11 as it was no longer needed. Adam Brown, District Legal Counsel, clarified he needed more time to consolidate Director input. The Board agreed to remove it.
5. **RESOLUTION NO. 2023-01: A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CALAVERAS PUBLIC UTILITY DISTRICT PROCLAIMING A LOCAL EMERGENCY PERSISTS, RE-RATIFYING THE PROCLAMATION OF A STATE OF EMERGENCY BY THE GOVERNOR ON MARCH 4, 2020, AND RE-AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE BOARD OF DIRECTORS OF THE CALAVERAS PUBLIC UTILITY DISTRICT FOR THE PERIOD JANUARY 10, 2023 TO FEBRUARY 10, 2023 PURSUANT TO BROWN ACT PROVISIONS.**

A motion was made by Director Dell'Orto, seconded by Director McDermed, to approve Resolution No. 2023-01. A roll call vote was taken. Directors Blood, Dell'Orto, and McDermed voted yes; none opposed. Motion carried 3-0.

## 6. CONSENT ITEMS

- a. December 13, 2022 Meeting Minutes
- b. Claim Summary

Director Blood inquired about the payment to Calaveras County Water District (CCWD). Mr. Small clarified that CCWD opened up their internal training to neighboring districts. Calaveras Public Utility District participated in this joint training which allowed the District to save money on training. A motion was made by Director Dell'Orto, seconded by Director McDermed, to approve consent items a-b. A roll call vote was taken. Directors Blood, Dell'Orto, and McDermed voted yes; none opposed. Motion carried 3-0.

## 7. RESERVE POLICY – 2150 UPDATE

Director Blood discussed the Reserve Policy, explaining that the current policy is out of date. It was decided by the Board to create a temporary advisory committee to assist the General Manager with updating the current policy. President Blood appointed Directors Dell'Orto and McDermed to the committee.

## 8. RESOLUTION NO. 2023-02: AUTHORIZING THE GENERAL MANAGER TO EXECUTE AN EQUIPMENT LEASE FOR A JOHN DEERE 310 BACKHOE LOADER

A motion was made by Director Dell'Orto, seconded by Director McDermed, to approve Resolution No. 2023-02 Authorizing the General Manager to Execute an Equipment Lease for a John Deer 310 Backhoe Loader. President Blood requested that for future purchase resolutions that the total upfront cost for the finance amount be included in the resolution. A roll call vote was taken. Directors Blood, Dell'Orto, and McDermed voted yes; none opposed. Motion carried 3-0.

## 9. WATER MASTER PLAN – REQUEST FOR PROPOSAL (RFP)

President Blood requested that the Board work with staff to develop a new Capital Improvement Plan (CIP). He mentioned that it has been 4-5 years since the tanks have been inspected. A motion was made by Director Dell'Orto to authorize the General Manager to publish the Water Master Plan – Request for Proposals (RFP) with amended changes and attachments, seconded by Director McDermed. A roll call vote was taken. Directors Blood, Dell'Orto, and McDermed voted yes; none opposed. Motion carried 3-0.

## 10. REPORTS

- a. Legal Counsel's Report

Mr. Brown stated that he did not have a report this month.

- b. Water System Superintendent's Report

Mathew Roberts, Water System Superintendent, reviewed the Monthly Maintenance Report. He reported that the District received significant rainfall during the recent storm. With the rain there were also some issues, including some downed trees and road damage. The South Fork Pump Station experienced some issues with gravel filling the pump basin. The gravel will need to be excavated. Mr. Small informed the Board that he will work with Calaveras Office of Emergency Services (Cal OES) to obtain funding. Mr. Roberts reported a 4" leak on fire hydrant lateral located at Pope St. During inspections at Redhawk Dam a seepage was discovered. After further

investigations it was determined to be a right-hand drain. The mini excavator was used to investigate and clean up the area.

c. District Engineer Report

Mr. Small reported on the Clearwell Tank Project on behalf of WGA. Since the last update, the contractor completed the bulk of the remaining scope work during the week of December 19, 2022 – December 23, 2022. Since that week the contractor has not been onsite due to wet grade/weather days. There are only a few scope items remaining to be completed. Some of these items are integral to begin filling and testing the tank and include: Electrical and Communication trenching to the tank and the new above-ground meter and installation of a few remaining tank appurtenances (pressure transducer, empty valve, dechlorinating overflow security assembly). WGA anticipates that once there is a stretch of decent weather this work can be completed 1-2 weeks before final closeout.

d. General Manager's Report

The General Manager informed the Board that the Rich Gulch grant has been submitted. Mr. Small reported to the Board that a company inquired about possible water transfers. Mr. Small said he would report back to the Board at a future meeting. Mr. Small attended a Cal OES meeting regarding the January storms. Mr. Small informed the Board that one of the office staff is no longer with the District as of December 30<sup>th</sup>. She has accepted a position with Calaveras County.

e. Director's Comments:

President Blood inquired if the District has liability on the District's old ditches. Mr. Brown clarified that the ditches were abandoned many years ago. Liability exposure would be the same as for any other District facility, and all District property should be scheduled as may be required under the District's liability insurance coverage.

11. CLOSED SESSION

There was no closed session.

12. ADJOURNMENT

There being no further business to come before the Board, President Blood adjourned the meeting at 4:54 pm.

Respectfully Submitted,



Carissa Bear, Clerk of the Board