

Regular Meeting

3:00 pm

DIRECTORS PRESENT: J.W. Dell’Orto
Richard Blood
Brady McCartney

MEMBERS ABSENT: Jack Tressler

STAFF PRESENT: Travis Small, General Manager
Adam Brown, District Legal Counsel
Carissa Bear, Clerk of the Board
Molly Soulier, Customer Service Representative
Mathew Roberts, Water System Superintendent
Matthew Ospital, District Engineer

OTHERS PRESENT: None

1. **CALL THE MEETING TO ORDER:** The regular meeting was called to order by President Dell’Orto at 3:04 P.M.
2. **ROLL CALL OF DIRECTORS:** Directors Dell’Orto, Blood, and McCartney were present. Director Tressler was absent.
3. **PLEDGE OF ALLEGIANCE**
4. **PUBLIC COMMENT (Limit 3 minutes per person/15 minutes per subject):** None
5. **RESOLUTION NO. 2022-30: 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 NOVEMBER 8, 2022 TO DECEMBER 8, 2022, PURSUANT TO BROWN ACT PROVISIONS.**

Adam Brown, District Legal Counsel informed the Board that the declaration will be expiring effective February 28, 2023. Three Board Members will need to be present once the declaration ends. Mr. Brown will bring more information back to the Board at the next Board meeting. President Dell’Orto asked if Legal Counsel recommends updating the District’s policy. Mr. Brown agreed that would be a good idea. A motion was made by Director Blood, seconded by Director McCartney, to approve Resolution No. 2022-30. A roll call vote was taken. Directors Dell’Orto, Blood, and McCartney voted yes; none opposed. Motion carried 3-0.

6. CONSENT ITEMS

- a. October 11, 2022 Meeting Minutes
- b. Claim Summary October

Director Blood inquired about Iconix Waterworks. Travis Small, General Manager explained that Iconix Waterworks is another materials vendor, similar to Pace Supply and Ferguson but quite a bit different in price. The difference is about fifty percent less. A motion was made by Director Blood, seconded by Director McCartney, to approve Consent Items a-b. A roll call vote was taken. Directors Dell'Orto, Blood, and McCartney voted yes; none opposed. Motion carried 3-0.

7. EL DORADO SAVINGS BANK – AUTHORIZED USERS

Mr. Brown informed Carissa Bear, Clerk of the Board, that there was a typo on the resolution. Ms. Bear made the change for the Board President to sign. Director Blood inquired whether this follows current policies. Mr. Small confirmed it does. A motion was made Director McCartney, seconded by Director Blood, to approve Resolution 2022-31 Designating Authorized Signatories on the District's Deposit Account at El Dorado Savings Bank. A roll call vote was taken. Directors Dell'Orto, Blood, and McCartney voted yes; none opposed. Motion carried 3-0.

8. FY 22/23 FIRST QUARTER BUDGET VS. ACTUAL REVIEW

Ms. Bear informed the Board there was a typo on the action required for this agenda item. A roll call vote will not be needed for this agenda item as it is for information only. Mr. Small went over the fiscal year 2022/23 budget to date. He informed the Board that the county property tax payment will be coming in soon. Mr. Small went over the debt ratio requirements for the Clearwell Project loan. Mr. Small brought to the Board's attention that they will see a large increase in the budget for the GL Code 5230 Retirement Benefits for CalPERS due to the District prepaying the unaccrued liability to save money on interest. The Board was pleased with saving money. Mr. Small let the Board know that they should expect to see an increase to the GL Code 5320 Seminars and Conference - Staff with his upcoming ACWA conference.

9. REPORTS

- a. Legal Counsel's Report

Mr. Brown stated that his report was already covered.

- b. Water System Superintendent's Report

Mathew Roberts, Water System Superintendent, provided a slideshow of photos to the Board. The photos ranged from August to the present. Mr. Roberts showed numerous photos of repairs done throughout the system the last few months. Jeff Davis reservoir is 13.25 feet below spill. The annual backup generator maintenance was done at the Water Treatment Plant. Schaads reservoir is 7.25 feet below spill. Director Blood noted the amount of water consumption by the Schaads raw water customer. President Dell'Orto inquired about the work done on Highway 49. Mr. Roberts explained that it is for an existing customer. One water right is still currently curtailed. Mr. Roberts is hopeful that the curtailment will be lifted this week with how much rain we are receiving. President Dell'Orto let everyone know that he received the new bills. He had questions regarding the graph. Ms. Bear explained there was an issue during the software conversion and the multiplier did not get

applied to the previous month's usage. Mr. Small informed the Board that moving forward the District will be offering a paperless billing option. Director Blood inquired if the policy would need to be updated. Mr. Small and Mr. Brown will review the current policy to determine if a change is needed. Overall Mr. Small feels that the billing software conversion went smoothly.

c. District Engineer Report

Matthew Ospital, District Engineer, gave an update on the Clearwell Tank Project. He provided a slideshow showing photos of the progress. The cutover on Thursday November 3, 2022 went from 7:00 am to 10:00 pm. The cutover tied the new water line from the Treatment Plant to the new tank. Mr. Ospital informed the Board of the November 10, 2022, cutover postponement due to unsafe weather conditions. President Dell'Orto received the call from the office this morning regarding the postponement. Mr. Small stated that the office prepared door tags for all affected customers.

d. General Manager's Report

Mr. Small praised the crew on their work during the November 3rd cutover. He was on vacation and Mr. Roberts did a great job of keeping him informed of the progress. There were a couple of issues during the cutover, but they were all successfully resolved. Mr. Small updated the Board on the progress of the Water Rate Study. He will be coming to the Board soon to discuss how the Board would like the rate structure to look moving forward. The consultants will meet with staff this month and will present to the Board in December.

e. Director's Comments:

President Dell'Orto announced that the CAMRA meeting for next week was cancelled. Director Blood asked to be added to the CAMRA notifications since he is the alternate. Ms. Bear will make sure he is added. President Dell'Orto asked the status of notifying locked off customers that they will need to start paying even while locked off. Mr. Small explained that is still in the pending status and has taking a back seat with everything else going on at the District. President Dell'Orto reminded everyone that his term as president ends next month. The Board discussed who is up to be the Board president.

* The Board went into closed session at 4:33 pm.

10. CLOSED SESSION

The Board created a temporary advisory committee consisting of President Dell'Orto and Director Blood to discuss performance and compensation for the General Manager. The committee's recommendations will be brought back to the full Board for consideration.

* The Board resumed open session at 4:53 pm.

8. ADJOURNMENT

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

Respectfully Submitted,



Carissa Bear, Clerk of the Board