

Regular Meeting

3:00 pm

DIRECTORS PRESENT: Richard Blood
Brady McCartney
Jack Tressler
Steve McDermed

MEMBERS ABSENT: J.W. Dell'Orto

STAFF PRESENT: Travis Small, General Manager
Adam Brown, District Legal Counsel
Carissa Bear, Clerk of the Board
Mathew Roberts, Water System Superintendent
Tyla Daries, District Engineering Technician

OTHERS PRESENT:

1. CALL THE MEETING TO ORDER: The regular meeting was called to order by President Blood at 3:03 P.M.
2. ROLL CALL OF DIRECTORS: Directors Blood, McCartney, Tressler and McDermed were present. Director Dell'Orto was absent.
3. PLEDGE OF ALLEGIANCE
4. PUBLIC COMMENT (Limit 3 minutes per person/15 minutes per subject): None
5. CONSENT ITEMS
 - a. April 11, 2023 Regular Board Meeting Minutes
 - b. Claim Summary

Director Tressler asked for the purpose of the Mini Storage listed in the claim summary. Travis Small, General Manager, clarified. A motion was made by Director McCartney, seconded by Director McDermed, to approve consent items a-b. A roll call vote was taken. Directors Tressler, McDermed, McCartney, and Blood voted yes; none opposed. Motion carried 4-0.

6. GRANT APPLICATION STATUS UPDATE

Tyla Daries, District Engineering Technician, provided a PowerPoint presentation on the Current Funding Applications that the District is preparing. President Blood asked for clarification on the revised scope for the Rich Gulch Construction, Mr. Small clarified. He added that due to the District being considered a disadvantaged community that the District has a great chance of securing the grant. President Blood asked the procedure of tracking the progress of grant applications that the District is currently preparing. Mr. Small advised that currently each grant has its own tracking method. President Blood asked that moving forward that a master report be created and that the Board be updated of the status on a regular basis. Mr. Small and Ms. Daries agreed to the request. The Board and staff then discussed the time frame for the Rich Gulch Construction Application.

7. WORKSHOP NUMBER 2 ON UPDATING RESERVE POLICY

Mr. Small recommended that the Board handle this policy update through a committee so more time can be dedicated to the process. Mr. Small feels that the committee needs to work together on updating the language. President Blood agreed but would like the rest of the Board to be updated before anything is made final. Director Tressler favored the idea of creating a committee giving the committee members time to dive into the policy. Given the scope of work that needs to be done, Adam Brown, District Legal Counsel, agreed as well. President Blood asked for a Policy Update to be added to the Reports section of each agenda moving forward.

8. CONSIDERATION AND ACCEPTANCE OF FINANCIAL STATEMENTS FOR FISCAL YEAR ENDING JUNE 30, 2022

Director Tressler stated the thing that stood out to him most in the audit was the suggestion to add the Directors to the payroll. He asked if that meant the Board would receive benefits moving forward. Mr. Small clarified that being added to the payroll does not require the District to include Directors in the benefits program, but the District is looking into that option. Director Tressler expressed his interest in having benefits as a director. Director Tressler also noticed that the auditors mentioned an issue with segregation of duties. Mr. Small informed the Board that being a small District, typically an overlap in duties is common. Carissa Bear, Executive Assistant added that the Fiscal Year being reviewed was during the transition of the previous General Manager to the current. The District was running on short staff, with all staff learning the new path of the District. She is hopeful that moving forward, with a fully staffed office, that the District will not have as much of an issue with segregation of duties. President Blood noted the mention of John Deer Financial in this audit. Mr. Small informed the Board that all District liabilities will be listed in the audit, even new liabilities. Mr. Tressler asked if the accounts payable error mentioned in the report has been corrected. Mr. Small informed the Board that it had and that was another issue that had arisen in the time between the General Managers. A motion was made by Director Tressler, seconded by Director McCartney, to approve Financial Statements for Fiscal Year Ending June 30, 2022. A roll call vote was taken. Directors Tressler, McDermid, McCartney, and Blood voted yes; none opposed. Motion carried 4-0.

9. FISCAL YEAR 2022/23 THIRD QUARTER FINANCIAL REVIEW

Mr. Small gave a Fiscal Year 2022/23 third quarter financial review. Director Tressler asked if the general ledger account labeled Outside Services included all outside services such as District Engineers to contractors, Mr. Small confirmed it did. He explained that the General Ledger (GL) accounts will be broken down in more detail further into the packet. Director Tressler expressed his concern with the large amount dedicated to such a broad range of a GL account. Mr. Small informed him that he would go back through that account and see if he would be able to categorize some of those expenses. Director Tressler informed Mr. Small his main reason for the inquiries is to see if the purchase of the VAC trailer is benefiting the District. Mr. Small believes that the purchase has benefited the District, which has kept the District from having to use outside contractors other than for emergencies. Director Tressler praised Mr. Small on the updated GL system stating he likes the transparency the new system provides. Mr. Small informed the Board that he will be changing the Janitorial GL to Facility Maintenance and the Telephone GL to Telecommunications. Mr. Small went over the CERBT Account Update Summary from CalPERS. President Blood appreciated Mr. Small including information about the CERBT Account as he has never been informed of it in the past. He would like it to be brought to the Board annually moving forward.

10. RESOLUTION REQUESTING DELINQUENT AND/OR UNPAID CHARGES BE PLACED ON THE COUNTY TAX ROLL AND AUTHORIZING THE CALAVERAS COUNTY AUDITOR-CONTROLLER AND TREASURER-TAX COLLECTOR TO COLLECT DELINQUENT CHARGES FOR THE CALAVERAS PUBLIC UTILITY DISTRICT

Mr. Small informed the Board that this resolution is to add delinquencies to the Calaveras County tax bills, explaining that over the last few years new Senate and Assembly bills have been being passed causing difficulties on water agencies to lock off delinquent water accounts. The Resolution will allow the District to participate in the County program. At a future meeting, the District will pass another resolution to send the current delinquencies to this year's tax roll. President Blood expressed his approval of switching to this method, stating this will make it simpler for the District. Director McCartney asked if the County Tax Collector would charge the District, Mr. Small confirmed that a percentage would be charged to the District. A motion was made by Director McCartney, seconded by Director McDermed, to approve Resolution Requesting Delinquent And/or Unpaid Charges Be Placed On The County Tax Roll And Authorizing The Calaveras County Auditor-Controller And Treasurer-Tax Collector To Collect Delinquent Charges For The Calaveras Public Utility District. A roll call vote was taken. Directors Tressler, McDermed, McCartney, and Blood voted yes; none opposed. Motion carried 4-0.

11. ESTABLISHING DATE AND TIME OF REGULAR BOARD MEETINGS

Mr. Small informed the Board that this is just a discussion item. If the Board is interested in changing times it will need to be brought back to another meeting as a roll call item. The Board had a discussion and decided to bring it back to the next meeting where they will have a full Board to make the decision.

12. REPORTS

a. Legal Counsel's Report

Mr. Brown stated that his report was covered.

b. Water System Superintendent's Report

Mathew Roberts, Water System Superintendent, gave an overview of the monthly maintenance report, stating that the system is currently looking really well. The District is currently pumping into Jeff Davis Reservoir. President Blood inquired about the water temperature; Mr. Roberts informed him that the water temperature is still good at this time. The crew repaired a 2" main leak on Foothill and California St. in San Andreas. Another 2" was just completed on Gatewood in San Andreas as well. Three new 1" service installs were completed in Mokelumne Hill and one new 1" service install was completed in Paloma.

c. District Engineer Report

The Engineer's Report was already covered.

d. General Manager's Report

Mr. Small is working on doing an employee census for ACWA/JPIA in order to see if the District is eligible to switch the health insurance to them from CalPERS, which would save the District quite a bit of money. Once he gets information back on that he will work with the Ad Hoc committee to compare options. Mr. Small attended the ACWA/JPIA conference. While at the conference he spoke with a company who is interested in renting space for floating solar. Once Mr. Small meets with the company, he will ask the company to prepare a presentation at a future Board meeting. The Board showed interest in the idea. The Clearwell Tank project is starting to wrap up. He asked the Board to start thinking if they would like to do some type of ceremony once the project is complete. Mr. Roberts informed the board that the Clearwell Tank is filled. The Volatile Organic Compound (VOC) Water Sample came back at an acceptable level. They are waiting to get permit amended by the

State. CSI divers came and dived into the old Clearwell Tank. The District is still waiting for the findings of that dive.

*Director McDermed left the meeting at 5:16pm.

e. Director's Comments:

Director McCartney reported to the Board that MHSD had a valve issue in their holding pond and they ended up purchasing a robot and was able to fix the issue themselves. President Blood missed the UMRWA meeting. Director Tressler apologized for the inconvenience he has caused with his absences and hopes to be able to attend more meetings in the future.

13. ADJOURNMENT

There being no further business to come before the Board, President Blood adjourned the meeting at 5:34 pm.

Respectfully Submitted,



Carissa Bear, Secretary/Clerk of the Board

