

Regular Meeting

3:00 pm

DIRECTORS PRESENT: J.W. Dell'Orto  
Richard Blood  
Brady McCartney  
Jack Tressler

MEMBERS ABSENT: None

STAFF PRESENT: John Kingsbury, Interim General Manager  
Travis Small, General Manager  
Adam Brown, District Legal Counsel  
Carissa Bear, Clerk of the Board  
Mathew Roberts, Water System Superintendent  
Ben Shampain, Water Distribution/Treatment Operator  
Matt Ospital, District Engineer  
Tyla Daries, District Engineering Technician

OTHERS PRESENT: Scott Ratterman, Calaveras County Water District

1. CALL THE MEETING TO ORDER: The regular meeting was called to order by President Dell'Orto at 3:08 P.M.
2. ROLL CALL OF DIRECTORS: Directors Dell'Orto, Blood, McCartney, and Tressler were present.
3. PLEDGE OF ALLEGIANCE

4. PUBLIC COMMENT (Limit 3 minutes per person/15 minutes per subject): President Scott Ratterman with Calaveras County Water District attended the meeting to introduce himself. He would like to set another AD HOC Committee meeting before the end of the year between Calaveras County Water District and Calaveras Public Utility District. President Dell'Orto said agreed and said he would like the new General Manager to attend.

Mathew Roberts, Water System Superintendent introduced CPUD's new employee, Ben Shampain. Mr. Shampain gave the Board a brief background of his experience and certifications.

5. CONSENT ITEMS
  - a) Claim Summary
  - b) Approve California Special District's Association (CSDA) annual membership invoice \$7,615

Director Blood inquired as to why there were no minutes included in the consent items. Mr. Kingsbury, Interim General Manager responded that only one staff member is present in the office, and that shortage has prevented the Clerk of the Board from completing the minutes. A motion was made by Director McCartney, seconded by Director Tressler, to approve Consent Items a-b. A roll call vote was taken. Directors Dell'Orto, Blood, McCartney, and Tressler voted yes; none opposed. Motion carried 4-0.

6. RESOLUTION NO. 2021-12 OF THE BOARD OF DIRECTORS OF CALAVERAS PUBLIC UTILITY DISTRICT HONORING SCOTT SPEER FOR HIS SERVICE AS A MEMBER OF THE BOARD

A motion was made by Director Blood, seconded by Director McCartney, to approve Resolution No. 2021-12. A roll call vote was taken. Directors Dell'Orto, Blood, McCartney, and Tressler voted yes; non opposed. Motion carried 4-0.

7. DECLARATION OF VACANCY ON THE BOARD OF DIRECTORS AND ESTABLISH PROCEDURE AND SCHEDULE FOR APPOINTMENT OF DIRECTOR TO SERVE THE BALANCE OF THE TERM

Adam Brown, District Legal Counsel, explained that due to Director Speer resigning in the middle of his term that the Board has 60 days from Mr. Speer's resignation date of November 1, 2021, to appoint a new Board member. The Board and Mr. Kingsbury discussed procedures and deadlines. It was decided that the Board will hold a Special Meeting on December 21, 2021, to appoint a new Board Member. Staff will place a notice on the customer bills, post on the District's website, and post it in three conspicuous locations. The Clerk of the Board will email all applicants to the Board on Thursday December 16, 2021. A motion was made by Director Tressler, seconded by Director Blood, to declare vacancy on the Board of Directors. A roll call vote was taken. Directors Dell'Orto, Blood, McCartney and Tressler voted yes; non opposed. Motion carried 4-0.

8. CONSIDERATION TO ADOPT RESOLUTION NO. 2021-13 TO UPDATE BOARD OF DIRECTOR COMPENSATION

Mr. Kingsbury and Mr. Brown worked together to create a new policy regarding Board compensation. One of those items is changing the daily stipend from \$25 to \$100 per meeting, which is the average among water districts. Mr. Brown believes the new policy is detailed and transparent. The new policy will also allow Board Members to participate in the District's medical, dental and vision insurance plans currently available to employees. There was lengthy discussion between the Board and Legal Counsel. Director Blood expressed his concerns and stated he would feel more comfortable having it brought back to the Board with more detail. President Dell'Orto agreed and requested more details to show the financial impact on the District. A motion was made by Director Tressler, seconded by Director Blood, to adopt Resolution 2021-13, as amended for 4215.1-4215.3(i). A roll call vote was taken. Directors Dell'Orto, Blood, McCartney, and Tressler voted yes; non opposed. Motion carried 4-0.

9. REVIEW OF DISTRICT COMMITTEE AND ASSIGNMENTS

- a. Consider the vacant committee member positions, make assignments.

The Board discussed and President Dell'Orto made ad hoc committee appointments as follows; Engineering/Planning Committee – Blood/McCartney. Budget/Finance – Dell'Orto/Tressler, ACWA/JPIA – All Board Members, CAMRA – Dell'Orto/Blood, CPPA – Tressler/Dell'Orto, UMRWA – Blood/Tressler.

- b. Authorize staff to attend and participate at each of the Committees/Conferences, as applicable (e.g. ACWA, MCWRA, UMRWA, LAFCO).

Mr. Kingsbury expressed the importance of having staff attend these meetings with the Board Members. He would like to see the District more involved as a whole. President Dell'Orto likes the idea of staff attending the meetings. Director Blood would like to see a budgeted line item for conferences before staff attend conferences/trainings that are overnight. Director Tressler agreed. Any local/day trips are fine for staff to attend.

- c. District Ad Hoc – Committee members to first work with staff and develop applicable ground rules and duties and return to the Board for approval.

Mr. Kingsbury asked for the Board to work with staff on setting some ground rules on what's expected out of the Ad Hoc committee meetings. Discussion was had between the Board and Interim General Manager.

- d. Direct Board Committee members to summarize a report after each meeting at the next regularly scheduled Board meeting.

Mr. Kingsbury would like to see the Board Members give a report/summary of each meeting they attend at the next schedule Board meeting. The Board agreed.

#### 10. CONSIDERATION TO PREPARE AND SUBMIT GRANT APPLICATION FOR FUNDING THROUGH THE UPPER MOKELUMNE RIVER WATERSHED AUTHORITY (UMRWA)

Director Blood has been working with staff to get an application in for MAC. Due to the short timeline, Mr. Kingsbury allowed staff to work with Director Blood but is now asking for permission to continue their work to get this application submitted. There is \$500,000 in potential grant money available. Mr. Ospital feels that CPUD has a great chance of getting approved. A motion was made by Director Blood, seconded by Director Tressler, to authorize staff to work with Director Blood to consider conceptual projects for possible grant funding through UMTWA. A roll call vote was taken. Directors Dell'Orto, Blood, McCartney, and Tressler voted yes; non opposed. Motion carried 4-0.

#### 11. STATUS REPORT/CLEARWELL PROJECT

Tyla Daries, District Engineering Technician, gave a status update on phase I of the Clearwell Tank Project. Phase II starts on November 15, 2021.

#### 12. DISTRICTS INTERESTS AND ISSUES BOARD REPORT

Mr. Kingsbury presented his observations at the October 19, 2021, Board meeting. He has come across a document with concerns and projects pending that was put together by the previous Water System Superintendent. Mr. Roberts, Water System Superintendent, and John Cunningham, Water Distribution/Treatment Operator, also put together reports with their concerns. There was discussion among the Board. The Board observed that it is a daunting list but appreciated it being brought to their attention.

#### 13. RESOLUTION NO. 2021-14: 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 9, 2021 TO DECEMBER 10, 2021 PURSUANT TO BROWN ACT PROVISIONS.

Mr. Brown updated the previous resolution with new dates. The Board will have to hold a special meeting right before the regular scheduled meeting to approve another resolution since this one will lapse. The Board discussed and believed that moving forward, they would like the option to attend in person. Mr. Brown advised that the Board can, but the public will still not be able to attend due to the lack of social distancing space in the Board room. A motion was made by Director Tressler,



seconded by Director Blood, to approve Resolution No. 2021-14. A roll call vote was taken. Directors Dell'Orto, Blood, McCartney and Tressler voted yes; non opposed. Motion carried 4-0.

#### 14. REPORTS

a. Legal Counsel's Report:

Nothing to report.

b. Water System Superintendent's Report:

Mr. Roberts went over his monthly maintenance report. He reported that due to the weather change, the Water Treatment Plant produced roughly 1.5 million gallons of water less than the previous month. He updated the Board on the MVC issue that was reported at the October 19, 2021, Board meeting. Don Moss was able to come into possession of the fuses needed to make the repair. Director Tressler asked Mr. Roberts about the leak repair in San Andreas that happened early in the day. Mr. Roberts clarified that the repair was complete and that they were also able to replace a fire hydrant at the same time that has been out of service.

c. Interim General Manager's Report:

Nothing to report.

d. Director's Comments:

President Dell'Orto asked where staff was at with the new connection fees. Mr. Kingsbury explained that with the District being short staffed that project has been delayed. With the new General Manager and new staff coming in, he has high hopes that it can be picked back up again. President Dell'Orto reported that he will be attending the CAMRA meeting next Wednesday, November 17, 2021. He invited the other Board members to attend as well.

#### 15. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Government Code Section 54957)

Title: Interim General Manager

The Board went into closed session at 6:15pm. The Board came out of closed session at 7:30pm.

#### 16. ADJOURNMENT

There being no further business to come before the Board, President Dell'Orto adjourned the meeting at 7:30pm.

Respectfully Submitted,



Carissa Bear, Clerk of the Board