

CALAVERAS PUBLIC UTILITY DISTRICT

March 12, 2019

Regular Meeting

7:00 P.M.

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

MEMBERS ABSENT: None

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

OTHERS PRESENT: Matt Brock, Calaveras Grange
Shaan Brock, Calaveras Grange
Matteo Brock, Calaveras Grange
Scott Ratterman, Calaveras County Water District

1. ROLL CALL AND PLEDGE OF ALLEGIANCE: The regular meeting was called to order by Director Overmier at 7:00pm. Director Lavaroni, Overmier, Dell'Orto, Blood and Claudino were present. Matteo Brock led the Pledge of Allegiance.

2. PUBLIC COMMENT (Limit 3 minutes per person/15 minutes per subject): None

* It was requested to move to agenda item #6.

3. APPROVAL OF CONSENT CALENDAR:
- a. Minutes for Regular Meeting of February 12, 2019
 - b. Directors Report for February 2019
 - c. Monthly Maintenance Report for February 2019

Director Overmier inquired about possible reimbursement for storm damage related costs; the Manager stated that staff is working with the County in response to the disaster declaration and cost recovery. A motion was made by Director Lavaroni, seconded by Director Dell'Orto to approve the Consent Calendar as mailed. Motion carried 5-0.

4. FINANCIAL BUSINESS:

a. Approval of Claim Summary #725: The Directors inquired about a payment for a DMV physical; the Manager reported that physicals are required to renew District Class A drivers. A motion was made by Director Dell'Orto, seconded by Director Lavaroni to approve the Claim Summary #725 in the amount of \$165,032.79 as presented. Motion carried 5-0.

b. 1st Quarter Investment Report (Corrected): A correction on the report was noted at the February meeting. The staff corrected the report and emailed it to the Board for review. A motion was made by Director Lavaroni, seconded by Director Claudino to approve the corrected 1st Quarter Investment Report. Motion carried 5-0.

c. 2nd Quarter Investment Report: The report was tabled at the February meeting. The previous report was presented with explanation of previous changes which now shows transfers within the LAIF account. A motion was made by Director Lavaroni, seconded by Director Dell'Orto to approve the 2nd Quarter Budget Report as presented. Motion carried 5-0.

5. DISCUSSION: PROPOSED RATE INCREASE NEXT STEPS:

a. Ad Hoc Committee Report (Directors Overmier and Blood): An outline for the Ad Hoc meeting was presented for review and discussion. Director Overmier stated that the Committee is at an impasse and apologized to the Manager. Director Blood stated that he and Director Overmier had come up with a proposed rate sheet and a draft report to be presented. Director Blood discussed the need for more details and descriptions of the capital improvement projects.

b. Request for Special Meeting – March 19, 2019: Director Overmier requested a Special Meeting for Tuesday, March 19, 2019 at 7:00pm for presentations from the Ad Hoc Committee and District Staff to review proposed rate structures to be considered for the 2019 Draft Cost of Service Study.

6. REQUEST FROM MATT BROCK: COMMUNITY SERVICE PROJECT TO PAINT SAN ANDREAS WATER TANK: Matt Brock representing the Calaveras Grange gave a presentation to request the painting of a block 'C' on the San Andreas water tank which would be a community service project. The Board discussed several concerns related to legal issues, safety concerns and public support. The Manager requested that the group submit a scope of work. The District will continue to research for policies related to similar requests. Mr. Brock would follow up with the Manager.

7. REVIEW/APPROVE: REQUEST FOR PROPOSALS FOR GENERAL COUNSEL LEGAL SERVICES: A draft Request for Proposals for General Counsel Legal Services was reviewed by District Staff, Mr. Williams, and the Personnel Committee. The proposal was presented to the Board for approval. Director Lavaroni commented to the Board regarding cost related to new legal counsel. Director Blood inquired about long-term strategy considerations during the selection process. The Staff was directed to post the RFP and will further work with the Personnel Committee in seeking legal counsel.

8. REVIEW/APPROVE: SPECIALIZED UTILITY SERVICES PROGRAM (SUSP) MEDIAN HOUSEHOLD INCOME (MHI) SURVEY PROPOSAL DATED MARCH 1, 2019: At the February meeting, the Board requested the Manager to move forward with survey options to determine if the District qualifies as a disadvantaged community. Specialized Utility Services Program (SUSP) provided a proposal for the Board's review in the amount of \$14,740.00 with an additional cost of \$3,000 if a door-to-door survey is needed. The Board discussed the survey criteria necessary to meet the MHI requirement. The Manager will clarify and follow up with the Board at the April meeting.

9. REPORT: SUPERVISORY CONTROL AND DATA ACQUISITION (SCADA) PROJECT REPORT: The Manager stated that the RFP for the SCADA Project began advertising on February 28, 2019 and a mandatory pre-bid meeting is on March 14, 2019. Director Blood requested to attend the pre-bid meeting. The deadline for submitting the proposals are April 9, 2019. The District Engineer and Staff will review the proposals and schedule interviews if necessary, with the selected vendors. Recommendations will be made to the Board at the April meeting.

10. MONTHLY WATER USAGE REPORT:

a. Water and Rainfall Report: The water usage and rainfall figures for the month of February 2019 were presented for review and discussion. Rainfall for February was recorded as 19.31 inches and a total of 41.32 inches for the season.

b. Bulk Water Report through 12/31/18: The Board reviewed the report.

11. MANAGERS COMMENTS:

a. Monthly Report: A report of current and pending projects was provided to the Board for review and discussion.

b. Board of Directors Workshop – Date TBD: The District’s insurance provider ACWA/JPIA provides training to all members. A workshop will be scheduled for the Board with updated information on Board roles and responsibilities. Further information will be provided when available.

12. DIRECTORS COMMENTS:

- a. LAFCO – Meeting Report 1/28/19 – Director Lavaroni: Director Lavaroni did not attend.
- b. UMRWA – Meeting Reminder 4/26/19 – Director Blood: Director Blood will attend.
- c. CAMRA – Appointment of Representative/Alternate: The District currently does not have a designated alternate CAMRA member and the Manager recommends appointing a member. Director Overmier volunteered to attend the next CAMRA meeting on April 17, 2019 and report back to the Board.
- d. Annual Form 700 and Required Training (Due April 2, 2019): A reminder was given to the Board and the Board Secretary would send an additional email reminder.

13. CLOSED SESSION

- a. Conference with Real Property Negotiators (Government Code § 54956.8)
Negotiators: Donna Leatherman & Christopher Williams
Under Negotiation: Property Negotiations
- At 8:25pm the Board convened to a closed session. The Board reconvened at 8:48pm. No action was taken.

14. APPROVAL TO RESCHEDULE APRIL 9, 2019 BOARD MEETING TO APRIL 16, 2019: A motion was made by Director Blood, seconded by Director Claudino to approve the rescheduling of the April 9, 2019 Board Meeting to April 16, 2019. Motion carried 5-0.

15. ADJOURNMENT (Next meeting TBD): As there was no further business to come before the Board, the meeting was adjourned at 8:50 p.m.

Respectfully submitted,

Kate Jesus, Administrative Account Assistant

