

CALAVERAS PUBLIC UTILITY DISTRICT

October 11, 2022

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  
Mathew Roberts, Water System Superintendent  
Tyla Daries, District Engineering Technician

OTHERS PRESENT: Catherine Hansford, Hansford Economic Consulting, LLC

1. CALL THE MEETING TO ORDER: The regular meeting was called to order by President Dell'Orto at 3:26 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. 2022-28: 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 OCTOBER 11, 2022 TO NOVEMBER 11, 2022, 2022 PURSUANT TO BROWN ACT PROVISIONS.

A motion was made by Director Blood, seconded by Director McCartney, to approve Resolution No. 2022-28. A roll call vote was taken. Directors Dell'Orto, Blood, and McCartney voted yes; none opposed. Motion carried 3-0.

6. CONSENT ITEMS
  - a. June 14, 2022 Meeting Minutes
  - b. July 12, 2022 Meeting Minutes
  - c. August 9, 2022 Meeting Minutes
  - d. August 22, 2022 Meeting Minutes

- e. September 13, 2022 Meeting Minutes
- f. September 19, 2022 Meeting Minutes Claim Summary August
- g. Claim Summary August
- h. Claim Summary September

Travis Small, General Manager, informed the Board that they would see the charge for the change order on the Clearwell Tank Project on September's claim summary. Director Blood inquired about the Cole Tiscornia Construction invoice for Boston Yale wanting to know why the District did not keep the job in house. Mr. Small clarified that this was an old job that is just now getting invoiced. Mathew Roberts, Water System Superintendent clarified further explaining that the job required assistance due to the depth of the repair as well as the need for paving. A motion was made by Director McCartney, seconded by Director Blood, to approve Consent Items a-h. A roll call vote was taken. Directors Dell'Orto, Blood, and McCartney voted yes; none opposed. Motion carried 3-0.

#### 7. RESOLUTION 2022-25 ESTABLISHING WATER CONNECTION AND CAPACITY FEES

Catherine Hansford, Hansford Economic Consulting, LLC prepared a slideshow for the Board. Director Blood asked for clarification on accessory dwelling units (ADU). Ms. Hansford clarified. Mr. Small informed Director Blood that the District is working with Calaveras County to determine the permit procedure for ADUs. President Dell'Orto believed the board seemed comfortable moving forward, stating the Board has had a lot of discussion regarding the change. Director McCartney agreed. Mr. Small reported an error for the Public Hearing date on the resolution and asked Carissa Bear, Clerk of the Board to make the correction. A motion was made Director Blood, seconded by Director McCartney, to approve Resolution 2022-25 Establishing Water Connection and Capacity Fees. A roll call vote was taken. Directors Dell'Orto, Blood, and McCartney voted yes; none opposed. Motion carried 3-0.

#### 8. NOTICE OF GENERAL SESSION MEMBERSHIP MEETING

Mr. Small invited the Board members to the ACWA 2022 Fall Conference in Indian Wells. The Board members declined. The Board designated Mr. Small as the District's voting delegate.

#### 9. DISTRICT SURPLUS PROPERTY OFFICE FURNITURE

Mr. Small informed the Board that the District no longer has a need for the old Board table and would like to surplus it. Director Blood asked if the District had reached out to the Historical Society. Ms. Bear advised him that she had reached out but had not heard anything back. Mr. Small inquired to Adam Brown, District Legal Counsel, if the District could just donate the table. Mr. Brown clarified that once the table is deemed surplus and listed with no bids, the District can donate it. A motion was made by Director Blood, seconded by Director McCartney, to approve Resolution 2022-29 to Dispose of District Surplus Items. A roll call vote was taken. Directors Dell'Orto, Blood, and McCartney voted yes; none opposed. Motion carried 3-0.

#### 10. EL DORADO SAVINGS BANK – AUTHORIZED USERS

Mr. Small informed the Board that the signature cards had not been updated since before the previous General Manager had left. He recommended the Board President, an additional Board Member, the General Manager, and the Executive Assistant/Clerk of the Board as authorized signatories. President Dell’Orto stated that he would like the additional Board Member to be the Vice Chair. The Board decided to table this item with the request that a resolution be brought back to the next regularly scheduled Board meeting.

#### 11. FISCAL YEAR ENDING FY 21/22 BUDGET VS. ACTUAL

Mr. Small went over the Fiscal Year 2021/21 budget vs. actual expenditures. He requested the Board approve the amended budget to reflect what the District spent so he can close out the Fiscal Year 2021/22. A motion was made by Director Blood, seconded by Director McCartney, to accept the amended budget for Fiscal Year 2021/22. A roll call vote was taken. Directors Dell’Orto, Blood, and McCartney voted yes; none opposed. Motion carried 3-0.

#### 12. YEAR END INVESTMENT SUMMARY

Mr. Small reported the investment funds as of June 30, 2022. The District has several certificates of deposit (CDs) at UBS Financial that are expiring at the end of the year. Mr. Small recommends renewing the CDs for another six months until the District can find a better alternative. Mr. Small advised the Board that the LAIF account is currently being used to hold some of the Clearwell Tank funds.

#### 13. REPORTS

##### a. Legal Counsel’s Report

Mr. Brown stated that he had nothing to report this month.

##### b. Water System Superintendent’s Report

Mr. Roberts went over his monthly maintenance report. He reported that the Jeff Davis reservoir is currently eleven feet below spill; last year it was at thirteen feet below spill. The Western Hydrologic River Gage installation has been started at the South Fork Pump Station. Volcano Telephone installed internet to the South Fork Pump Station. The Schaads raw water customer is currently still using water. Schaads reservoir is currently at 7.25 feet below spill. All three hydros had a ten-inch turbine repair done this month. One water right was curtailed at the time of Mr. Roberts repairing his maintenance report, when he checked today, we were back to two water rights being curtailed. He continues to check the status of the District’s water rights. President Dell’Orto pointed out that the sold water was higher than the treated water. Mr. Small believes it is due to the longer meter read period. Mr. Roberts worked with the office staff and the Chief Water Treatment Plant Operator; all numbers seem to be correct.

##### c. District Engineer Report

Tyla Daries, District Engineering Technician gave an update on the Clearwell Tank Project. The construction crew is expected to be back on-site October 17, 2022. The new projected finish date is December 23, 2022.

##### d. General Manager’s Report

Mr. Small informed the Board that the Emergency Action Plan (EAP) for Redhawk Dam was submitted to the State online but was initially rejected. It was resubmitted this morning. Once the EAP is accepted by the state the District will have a tabletop. The District will be moving to the new billing software this month. Training will be done next week. The District has switched from

Paychex and is now using QuickBooks Payroll. This pay period will be the first-time processing payroll since the switch. Mr. Small, along with Director Blood and Ms. Bear, attending the East Bay MUD annual BBQ. Mr. Small gave the Board an update on the Proposition 218 process. The staff has been in contact with the consultants and has provided them all of the data requested at this time. Representatives from Mountain Counties Water Resources Association stopped by the office asking if the District was interested in joining. Mr. Small does not see the benefit to the District at this time.

e. Director's Comments:

Director Blood attended the Upper Mokelumne River Watershed Authority (UMRWA) meeting with Mr. Small before the East Bay MUD annual BBQ. A representative of the state was at the meeting discussing the health of the forest.

14. ADJOURNMENT

There being no further business to come before the Board, President Dell'Orto adjourned the meeting at 5:45 pm.

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read 'Carissa Bear', with a long horizontal flourish extending to the right.

Carissa Bear, Clerk of the Board