

**CALAVERAS PUBLIC UTILITY DISTRICT**

**February 11, 2020**

**Regular Meeting**

**7:05 P.M.**

MEMBERS PRESENT: J.W. Dell’Orto  
Clifford Overmier  
Richard Blood  
John Lavaroni  
Scott Speer

MEMBERS ABSENT: None

STAFF PRESENT: Donna Leatherman, General Manager  
Kate Jesus, Administrative Account Assistant  
Adam Brown, Legal Counsel

OTHERS PRESENT: Tammy Hebrard

1. ROLL CALL AND PLEDGE OF ALLEGIANCE: The regular meeting was called to order by Chairperson Dell’Orto at 7:05pm. Directors Dell’Orto, Overmier, Blood, Lavaroni and Speer were present.

2. PUBLIC COMMENT (Limit 3 minutes per person/15 minutes per subject): Mrs. Hebrard requested notification from the District regarding future water connections in the Golden Hills subdivision and expressed concerns regarding adequate fire flow for the current residents. The General Manager suggested Mrs. Hebrard and the President of the homeowner’s association make a request to be added to the notification list for Board meeting agendas.

3. APPROVAL OF CONSENT CALENDAR:
- a. Minutes for Regular Meeting of January 14, 2020
  - b. Directors Report for January 2020
  - c. Monthly Maintenance Report for January 2020

Director Blood suggested that the monthly water report be added to the Consent Calendar and the number of customer complaints be reported. The General Manager will add the complaints to the Monthly Maintenance Report. A motion was made by Director Speer, seconded by Director Blood, to approve the Consent Calendar. Motion carried 5-0.

4. FINANCIAL BUSINESS:

a. Approval of Claim Summary #736: Director Blood inquired about the payment to Process Solutions, Inc.; the General Manager stated it was the cost for annual maintenance of the OSG system. Director Blood requested a copy of the invoice. A motion was made by Director Lavaroni, seconded by Director Overmier, to approve the Claim Summary #736 in the amount of \$155,639.35 as presented. Motion carried 5-0.

b. 2<sup>nd</sup> Quarter Investment Report: Director Blood inquired about the transfer from LAIF and clarification of authorization of transfers; the General Manager clarified. The General Manager reviewed the report, including the interest amount and pending deposit to LAIF. A motion was made by Director Lavaroni, seconded by Director Speer, to approve the 2<sup>nd</sup> Quarter Investment Report as presented. Motion carried 5-0.

c. 2<sup>nd</sup> Quarter Budget Report: Director Blood requested clarification on the Capital Outlay projects regarding the carryover costs from FY 2018/19; the Manager and Chairperson Dell’Orto clarified. Director Speer inquired about several line items including the Installation Fees, Contract Services, and

Operating Income; the General Manager clarified. Director Blood was concerned regarding the Capital Outlay for Water Treatment Plant Improvements and the need for project descriptions. A lengthy discussion regarding the State Revolving Fund application process and status followed. The General Manager will provide a status report on the application at the next Board meeting. A motion was made by Director Blood, seconded by Director Overmier, to approve the 2<sup>nd</sup> Quarter Budget Report as presented. Motion carried 5-0.

5. AD HOC COMMITTEE REPORT – POLICIES AND PROCEDURES (DIRECTORS OVERMIER AND BLOOD): Director Blood provided a recap of the January 21, 2020 Ad Hoc meeting stating that seventeen policies were reviewed, and the next committee meeting would be February 18, 2020. He requested a comparison between the current and proposed policies for review. Mr. Brown provided information on the committee's review process prior to Board consideration and stated that newly adopted policies would supersede existing policies covering the same subject matter. Chairperson Dell'Orto inquired about a policy regarding the recording of Board meetings; Mr. Brown stated that it would be discussed at the next committee meeting. Tammy Hebrard asked about the public's right to record a Board meeting. Mr. Brown stated that a Board meeting can be recorded by members of the public.

6. ACCEPT GOVERNMENTAL ACCOUNTING STANDARDS BOARD (GASB) 75 ACTUARIAL VALUATION REPORT OF JUNE 30, 2019: The General Manager reviewed the report with the Board and explained the District's Other Post-Employment Benefits (OPEB) liability and net position as of June 30, 2019. A motion was made by Director Lavaroni, seconded by Director Blood, to accept the GASB 75 Actuarial Valuation Report of June 30, 2019. Motion carried 5-0.

7. REPORT: TEMPORARY WATER SERVICE FEES PUBLIC HEARING – MARCH 10, 2020: At the January Board meeting, the Board authorized the General Manager to set a Public Hearing for March 10, 2020. The notice and draft resolution were included in the Board packet for review. Director Blood inquired about the annual adjustment of the fee; the General Manager clarified and referenced the draft resolution.

8. UPDATE STATUS ON ESTABLISHING DISTRICT MISSION STATEMENT: After the January meeting, the draft Mission Statements were sent to the Board for input. Comments were received from Director Speer. The General Manager and Director Blood submitted revised drafts which were similar. Tammy Hebrard suggested language for consideration and would email it to the District. Director Lavaroni suggested that the drafts be presented to the Board at the March meeting for consideration.

9. MONTHLY WATER REPORT: A revised water usage report including the water sold and treated, along with the rainfall report for January was presented for review and discussion. The Board discussed the accuracy of the report since installing the new flow meter at the Treatment Plant.

10. STAFF REPORTS:

a. General Manager's Report: A report of ongoing projects was provided for review and discussion, which included information on the rebuild of pump #1 at the South Fork Pump Station, report on recent meeting with CCWD regarding the Water Agreement renewal, CSDA Gold Country Chapter workshop, upcoming Mountain Ranch Road Realignment Project, status of the Paloma fire house project, draft report from SWRCB regarding drought index and water storage vulnerability, update on possible Proposition 1 funding for a leak detection program, FEMA 2019 storm damages, EAP updates for Jeff Davis Reservoir and Schaads, update on Schaads hydro unit, and future plans for the updating of the District's mapping/modeling and billing/accounting software. Director Speer commented on the status of the Paloma fire house project. Director Dell'Orto stated he was approached by a member of the Schaad

family regarding possible water rights. Director Blood inquired about the current modeling and mapping software and concerns with the lack of a written agreement with the District Engineer. He also made reference to a draft document from a rate Ad Hoc Committee meeting that included recommendations and requested the document be discussed at the March Board meeting. Mrs. Hebrard provided suggestions for the updates to the accounting system.

b. Legal Counsel Report: Mr. Brown reported on the projects he is currently working with the Manager on, including policy updates, meeting with CCWD, and the tour of the District's facilities.

c. Engineer's Report: The Board reviewed the report and discussed the current status of the County jail and courthouse waterline dedication. Director Speer appreciated the Engineer's report.

11. BOARD MEMBERS REPORT

a. LAFCO – Meeting Report 1/27/20 – Director Lavaroni referenced Mrs. Hebrard's comments regarding the Golden Hills subdivision.

b. UMRWA – Meeting Report 1/24/20 – Director Blood gave a recap of the meeting which included a forest clearing project and updates to the MAC Plan for possible additional funding. The General Manager stated that the District plans to work with CCWD to propose projects for the plan. Director Speer thanked the staff for the recent tour of the Treatment Plant.

12. CLOSED SESSION

a. Personnel Matters

Update on Negotiations with SEIU Local 1021 (Government Code § 54957.6)

Agency Designated Representative: Donna Leatherman

At 9:12pm the Board convened to a closed session. The Board reconvened at 9:32pm. The Board heard a report and no action was taken.

13. ADJOURNMENT (Public Hearing and Regular Meeting on March 10, 2020): As there was no further business to come before the Board, a motion was made by Director Overmier, seconded by Director Lavaroni, to adjourn the meeting at 9:33 p.m. Motion carried 5-0.

Respectfully submitted,

Kate Jesus, Administrative Account Assistant