

CALAVERAS PUBLIC UTILITY DISTRICT

July 12, 2022

Regular Meeting

3:00 pm

DIRECTORS PRESENT: J.W. Dell’Orto  
Richard Blood  
Jack Tressler

MEMBERS ABSENT: Brady McCartney

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: Jamie Fox  
David LeGrande  
William Muenzburg (from Adam Brown’s office)

1. CALL THE MEETING TO ORDER: The regular meeting was called to order by President Dell’Orto at 3:03 P.M.

2. ROLL CALL OF DIRECTORS: Directors Dell’Orto, Blood, and Tressler were present. Director McCartney was absent.

3. PLEDGE OF ALLEGIANCE

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

5. RESOLUTION NO. 2022-16: 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 JULY 12, 2022 to AUGUST 12, 2022 PURSUANT TO BROWN ACT PROVISIONS.

A motion was made by Director Blood, seconded by Director Tressler, to approve Resolution No. 2022-16. A roll call vote was taken. Directors Dell’Orto, Blood, and Tressler voted yes; none opposed. Motion carried 3-0.

6. CONSENT ITEMS

a. Claim Summary

Travis Small, General Manager advised the Board that the minutes for the June meeting were not complete due to office remodel and move and would be ready for consideration at the August Board meeting. Mr. Small answered all questions the Board had regarding the claim summary. A motion

was made by Director Tressler, seconded by Director Blood, to approve item 6a. A roll call vote was taken. Directors Dell’Orto, Blood, and Tressler voted yes; none opposed. Motion carried 3-0.

#### 7. APPOINTMENT OF TEMPORARY ADVISORY COMMITTEE TO REVIEW PROPOSITION 218 CONSULTANT PROPOSALS

Mr. Small informed the Board that the District received four proposals from consultants to perform a rate study and evaluation for the District. He requested President Dell’Orto to appoint two Board Members to collaborate with staff to evaluate the proposals. President Dell’Orto appointed himself and Director Blood to serve on the advisory committee to review Proposition 218 consultant proposals.

#### 8. POTENTIAL LINE EXTENSION – SUNSHINE LANE (HERTZIG)

Mr. Small reported to the Board that Mr. Hertzig had reached out to the District requesting to be placed on the agenda to discuss a potential line extension in Mokelumne Hill. Mr. Small had reached out to Mr. Hertzig for more information but unfortunately was not able to make contact with him. Director Blood informed the Board that he had been in contact with Mr. Hertzig in the past with the hopes of getting an easement on Sunshine Lane, but nothing materialized. Director Blood stated that he does not have a public utility easement down Sunshine Lane, but he does have a prescriptive easement on an adjacent parcel. President Dell’Orto asked Mr. Small to look into the District’s regulations for adding more lines in that area as he was under the impression that more lines were not supposed to be in that area. Mr. Small will look into it. Jamie Fox and David LeGrande, who are property owners in the area, appeared via Zoom and spoke about their needs for this line extension. Mr. Small advised the Board that this is all informational at this time, as the first step Mr. Hertzig would need to take would be submitting plans to the District for a line extension.

#### 9. 2018 MOKELUMNE-AMADOR-CALAVERAS (MAC) INTEGRATED REGIONAL WATER MANAGEMENT (IRWM) PLAN AND SUBSEQUENT 2022 ADDENDUM

Mr. Small notified the Board that the District needs to adopt the Mokelumne-Amador-Calaveras (MAC) Integrated Regional Water Management (IRWM) Plan and Subsequent 2022 Addendum in order to obtain funding for the backwash recycle plan. A motion was made by Director Tressler, seconded by Director Blood, to approve Resolution 2022-17 Adopting the 2018 MAC IRWM Plan. A roll call vote was taken. Directors Dell’Orto, Blood, and Tressler voted yes; none opposed. Motion carried 3-0.

#### 10. MOKELUMNE HILL SANITARY DISTRICT FEES

Mr. Small advised Board that a fee increase is needed to recapture the fee associated with handling Mokelumne Hill Sanitary District’s (MHSD) billing. Director Tressler inquired as to how the increase was determined, which began a discussion concerning whether the rate increase was enough to cover the District’s costs. The Board members present agreed that the overall fee looked low. Director Tressler asked for a procedure to be put in place to better determine the actual cost of doing MHSD’s billing. He would like to see 90 days’ worth of data. Mr. Small informed the Board that he will bring this information back to the Board in December. A motion was made by Director Tressler, seconded by Director Blood, to accept the proposal for the remainder of this calendar year and in December for the Board to reassess the fees moving forward. A roll call vote was taken. Directors Dell’Orto, Blood and Tressler voted yes; none opposed. Motion carried 3-0.

#### 11. CALAVERAS PUBLIC UTILITY DISTRICT PAYROLL SCHEDULE

Mr. Small informed the Board that with the possibility of moving to a 9/80 schedule that the District would like to switch to a bi-weekly pay period. The District will be switching payroll services as well. A motion was made by Director Tressler, seconded by Director Blood, to approve Resolution 2022-18 A Resolution Changing the District's Payroll Schedule from Semi-Monthly to Bi-Weekly. A roll call vote was taken. Directors Dell'Orto, Blood and Tressler voted yes; none opposed. Motion carried 3-0.

#### 12. CALAVERAS COUNTY WATER DISTRICT WATER SALES AGREEMENT

Mr. Small signed the Water Sale Agreement between Calaveras County Water District and Calaveras Public Utility District containing the verbiage change per the Board's request. Director Blood asked for Adam Brown, District Legal Counsel, for his clarification on the verbiage in the agreement, Mr. Brown clarified. Director Blood indicated at the June 14, 2022, Board meeting, he requested CCWD representative, Mr. Minkler to provide CPUD a monthly report of the water being pumped to the treatment plant. Mr. Minkler at this meeting stated that CCWD would provide CPUD a monthly report of water being pumped to the treatment plant in a format that would be agreed to by both parties, at a later date. Director Blood asked Mr. Small, if CCWD contacted the district to discuss the monthly reporting of water pumped to the West Point treatment plant in fulfillment of Mr. Minkler's commitment to CPUD Board. Mr. Small indicated that there had been no discussions between CCWD and CPUD regarding the monthly reporting. This was an information item, and no action was taken.

#### 13. WATER CONSERVATION

Mr. Small reported to the Board that he and Ms. Bear attended this month's Calaveras Conserves meeting at the Calaveras County Water District's office. At that meeting neighboring water agencies reported what steps they are taking to conserve water. Currently all neighboring agencies are asking for voluntary conservation from their customers. Mr. Small is recommending that the Board approve the resolution asking the District's customers to voluntarily conserve 20%. A motion was made by Director Tressler, seconded by Director Blood, to approve Resolution 2022-19 Voluntary Water Conservation. A roll call vote was taken. Directors Dell'Orto, Blood and Tressler voted yes; none opposed. Motion carried 3-0.

#### 14. DRINKING WATER PLANNING GRANT

Mr. Small reported to the Board that after 3-4 long years, the District has finally received the grant agreement for the Jeff Davis Water Treatment Plant Improvement Project for him to sign. Director Blood asked what this grant money can be used towards, Mr. Small clarified. Mr. Brown noticed an error in the resolution number on the actual resolution. Ms. Bear noted the correction to be made. A motion was made by Director Tressler, seconded by Director Blood, to approve Resolution 2022-20 A Resolution Authorizing the General Manager to Execute Agreement No. D2102034 with State Water Resource Control Board For \$483,000 in Project Funding for the Jeff Davis Water Treatment Plant Improvement Project. A roll call vote was taken. Directors Dell'Orto, Blood and Tressler voted yes; none opposed. Motion carried 3-0.

#### 15. BACKWASH RECYCLE PROJECT GRANT FUNDING

Back in January, Mr. Small informed the Board that the District was approved for a grant for the backwash recycle project. Unfortunately, the amount of the grant will not cover the whole project. Mr. Small would like the Board to pass the resolutions allowing him to go out and look for more funding. Director Blood noted that having a resolution approved by the Board helps the grant providers to know that the Board backs the project. It allows the District to be moved up on the wait list. A motion was made by Director Blood, seconded by Director Tressler, to approve Resolution 2022-21 A Resolution Authorizing the General Manager to Pursue Grant Funding From Integrated Regional Water Management (IRWM) and Resolution 2022-22 A Resolution Authorizing the General Manager to Pursue Grant Funding From the United States Department of Agriculture (USDA). A roll call vote was taken. Directors Dell'Orto, Blood and Tressler voted yes; none opposed. Motion carried 3-0.

#### 16. RICH GULCH TRANSMISSION MAIN REPLACEMENT

This resolution gives Mr. Small authorization to apply for State Revolving Fund (SRF) funding for the Rich Gulch Transmission Main Replacement project. Once the project is funded, he will bring it back to the Board for planning. A motion was made by Director Tressler, seconded by Director Blood, to approve Resolution 2022-23 A Resolution Authorizing the General Manager to Pursue Grant Funding From the State Revolving Fund (SRF). A roll call vote was taken. Directors Dell'Orto, Blood and Tressler voted yes; none opposed. Motion carried 3-0.

#### 17. REPORTS

##### a. Legal Counsel's Report

Mr. Brown stated that his report would be covered in closed session.

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

Mathew Roberts, Water System Superintendent, started off by thanking the whole CPUD staff for helping with the office remodel. A lot of effort and time went into it. It was an entire group effort, and he expressed his sincere appreciation for the staff. He went on to give a brief overview of the Monthly Maintenance Report. Jeff Davis Reservoir is 2' below spill. The South Fork Pump Station is currently shut off and is not expected to be turned back on until the fall/winter. Director Blood noted that the raw water customers' usage is lower than normal. Mr. Roberts noticed that as well. There is still water in the penstock, so he is not sure why the consumption declined. The crew repaired a main line leak and installed one new service connection in San Andreas. The Crew repaired two main line leaks in Paloma. One new service connection was installed in Rail Road Flat. The District currently has two water rights that are curtailed. The annual Emergency Action Report (EAR) has been completed and uploaded to the State. Director Tressler reported that he was approached by a gentleman in the Toyanza subdivision regarding a hydraulic spill. The gentleman expressed his frustration with the District. Mr. Roberts explained to Director Tressler that the District has been working with the County and had a contractor scheduled to do the paving but unfortunately, due to the recent Electra Fire, the job was delayed. The job should be completed next week.

##### c. District Engineer Report

Ms. Daries presented a PowerPoint showing the progress occurring in the month of June on the Clearwell Tank Project. She reported that since the last meeting all of the major welding has been

completed. The painters have been mobilized. The contractor has started pot holing for the cutover plan. There are four cutover periods for this project.

d. General Manager's Report

Mr. Small reported that he has been working on the office remodel and is currently in the process of putting everything back together. The whole staff participated in the remodel, and it has been successful. He expressed his appreciation to the staff.

e. Director's Comments:

Director Blood will check with the County Elections Office about filing for the election.

\* The Board went into closed session at 5:11 pm

18. CLOSED SESSION

CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6)

*CPUD designated representatives: Travis Small, General Manager and Adam Brown, General Counsel*

*Employee organization: SEIU Local 1021*

The Board heard and discussed a report from the District's labor negotiators. No action was taken.

19. ADJOURNMENT

There being no further business to come before the Board, President Dell'Orto adjourned the meeting at 6:22pm.

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