

Regular Meeting

5:00 pm

DIRECTORS PRESENT: Jack Tressler (6:12pm)
Richard Blood
J.W. Dell'Orto
Brady McCartney

MEMBERS ABSENT: Kevin Sparks

STAFF PRESENT: Travis Small, General Manager
Adam Brown, District Legal Counsel
Carissa Bear, Clerk of the Board

OTHERS PRESENT: None

1. CALL THE MEETING TO ORDER: The special meeting was called to order by Vice President Blood at 5:01 P.M.
2. ROLL CALL OF DIRECTORS: Directors Blood, Dell'Orto, and McCartney were present. Directors Tressler and Sparks were absent (Director Tressler arrived later in the meeting (see below).
3. PLEDGE OF ALLEGIANCE
4. PUBLIC COMMENT (Limit 3 minutes per person/15 minutes per subject): None
5. CONSENT ITEMS
 - a. January 16, 2024, Regular Board Minutes
 - b. February 8, 2024, Special Board Minutes
 - c. Claim Summary

Director Dell'Orto inquired if the District is getting close to the budget amount for the Master Plan. Mr. Small informed the Board that there is still room. Director Blood asked what the estimated final cost of the Master Plan will be. He also asked if the Planning Grant will cover the Master Plan. Mr. Small informed him that the Planning Grant will cover it. Mr. Small did not have the exact number in front of him, but he believed it was \$160,000 plus the cost of diving. Director Dell'Orto stated that he did not remember the cost being close to \$180,000. Director Blood asked if the diving would be included in the Planning Grant as well; Mr. Small confirmed it would. Director Blood thought the Master Plan was supposed to be completed in August 2023. Mr. Small agreed that it was supposed to be completed in 2023. A motion was made by Director Dell'Orto, seconded by Director McCartney, to approve Consent Items a-c. A roll call vote was taken. Directors Dell'Orto, McCartney, and Blood voted yes. Motion carried 3-0.

6. BOARD POWER POINT WORKSHOP ON BOARD OF DIRECTORS 101
 - a. Board/Staff Communication; Policy 1020

- b. Duties of the President; Policy 4110
- c. Board Meetings; 4200-4230

Adam Brown, District Legal Counsel, asked to postpone this agenda item until a full Board could be present. Director Blood agreed.

7. CSDA BOARD OF DIRECTORS CALL FOR NOMINATIONS SEAT A

Mr. Small informed the Board that he received a letter from California Special Districts Association (CSDA) informing the District of a vacant seat. If the Board is interested, they can nominate someone for the position. The District has not really participated in CSDA, so Mr. Small does not have a recommendation. Mr. Brown informed the Board that if they are not interested, they can just pass over this agenda item. Mr. Blood asked what relationship the District has with CSDA. Mr. Small informed him that CSDA offers templates, training, etc. Mr. Blood asked if they were part of ACWA. Mr. Small responded that they are not part of ACWA, but they work in conjunction with them. The Board decided not to nominate anyone. Director Dell'Orto stated that if anyone reaches out to the District for support, the Board would like to be notified.

8. CERBT ACCOUNT UPDATE AND QUARTERLY STATEMENTS NOTIFICATION AS OF DECEMBER 31, 2023

Mr. Small explained that California Employers' Retiree Benefit Trust (CERBT) is set up by the District to fund Other Post-Employment Benefits (OPEB). This is a product offered by California Public Employees' Retirement System (CalPERS). The District has not contributed in a few years due to the District having a high percentage amount funded. The account is continuing to grow off the interest. Mr. Small is looking for guidance from the Board on the percentage the District would like to be funded. He proposed the idea of funding the retiree health with this fund. Director McCartney expressed his interest in that idea. Mr. Small informed the Board that they would need to create a policy for it. Director Blood would love to see a policy created. Mr. Brown informed the Board that is not currently referenced in the reserve policy. Director Dell'Orto would like to see the policy state a percentage range that is acceptable for the District to be in. He would also like a statement directing the District to review and make changes once the balance drops below the percentage range. The Board and Mr. Small had a discussion regarding the discount rate. Director Blood thanked Mr. Small for reviewing the account with him. Mr. Small informed the Board that he will bring this back when he receives another statement. At that point they can discuss a policy further.

9. FISCAL YEAR 2023/2024 BUDGET UPDATE

Mr. Small informed the Board that he made a couple corrective journal entries. One of them being to the salaries. A payroll was split between two fiscal years. Currently the District's water sales are less than budgeted. This is due to the winter months; he is confident that it will pick back up with warmer weather. The monthly update on the loan covenant ratio is 6.49. Mr. Small went over the current vs. actual of the 2023/24 FY Budget. Director Dell'Orto requested for the previous General Manager's name to be removed from El Dorado Savings Bank. He explained that he and Ms. Bear are working on it. The Board and Mr. Small discussed options for future investments.

10. REPORTS

- a. Legal Counsel's Report

No report this month.

- b. Water System Superintendent's Report

Mr. Small presented the Monthly Maintenance Report on behalf of Mathew Roberts. He informed the Board that Mr. Roberts also included a memo with his report this month. The memo went over an issue with the On-Site Chlorine Generation (OSG). Mr. Small borrowed a programming laptop from his old colleagues at Stockton. He was able to reload a local Programmable Logic Controller (PLC) which got the OSG back up and running. Mr. Small recommended to the Board that the District purchase a laptop for things like this. Director Dell'Orto asked if any reporting data was lost. Mr. Small ensured that no data was lost; recorded history is stored in Supervisory Control and Data Acquisition (SCADA). Mr. Small informed the Board that during this issue, the District stayed in compliance with all state requirements. As a courtesy, Mr. Roberts informed Robert Lapp with the State Water Resources Control Board, Division of Drinking Water. Director Dell'Orto inquired how long the District can go on the alternative disinfection plan. Mr. Small is confident that alternative disinfection process can be used for a good amount of time.

c. District Engineer Report

Mr. Small reported that the Water Master Plan is still in progress. This month, the figures were updated for the fire hydrants throughout the system. This information was used to update the water module.

d. General Manager's Report

Mr. Small's report has already been covered.

e. Director's Comments:

Director Blood reported that he attended the Calaveras Public Power Authority (CPPA) meeting. A price increase was projected but surprisingly, Pacific Gas and Electric (PGE) is lowering the infrastructure rates. Director Blood also attended the Upper Mokelumne River Watershed Authority (UMRWA) meeting. He reported that a director at East Bay Municipal Utility District (EBMUD) is leaving and will be now working for Calaveras County Water District (CCWD) as their Resource Manager. UMRWA is needing to get a bridge loan for their forestry project; EBMUD has volunteered to underwrite it.

**** President Tressler entered the meeting at 6:12 pm. ****

11. CLOSED SESSION

Director Blood recommended moving the General Manager's evaluation to the next Board Meeting when a full Board can be present. The Board agreed.

12. ADJOURNMENT

There being no further business to come before the Board, Vice President Blood adjourned the meeting at 6:16 pm.

Respectfully Submitted,



Carissa Bear, Secretary/Clerk of the Board