

Regular Meeting

7:00 pm

DIRECTORS PRESENT: J.W. Dell'Orto
Richard Blood
Scott Speer

STAFF PRESENT: John Kingsbury, Interim General Manager
Carissa Bear, Administrative Account Assistant
Mathew Roberts, Water System Superintendent
Adam Brown, Legal Counsel
Matt Ospital, District Engineer

OTHERS PRESENT: Brady McCartney
Suzie Coe
Catherine Hansford, Hansford Economic Consulting, LLC

- I. CALL THE MEETING TO ORDER: The regular meeting was called to order by President Dell'Orto at 7:03 P.M.
- II. ROLL CALL: Directors Dell'Orto, Blood and Speer were present.
- III. PLEDGE OF ALLEGEANCE
- IV. PUBLIC COMMENT (Limit 3 minutes per person/15 minutes per subject): None
- V. APPROVAL OF CONSENT ITEMS:
 - a. Minutes of Regular Meeting of March 2, 2021
 - b. Minutes of Special Meeting March 9, 2021
 - c. Minutes of Special Meeting March 15, 2021
 - d. Minutes of Special Meeting March 23, 2021
 - e. Minutes of Special Meeting March 23, 2021
 - f. Systems Totals Report for March
 - g. Water Report
 - h. Claim Summary
 - i. Resolution 2021-4 Update Authorization for Transfer of Funds Local Agency Investment Fund (LAIF)

Director Speer asked to remove item i. Resolution 2021-4 Update Authorization for Transfer of Funds Local Agency Investment Fund (LAIF) from the vote for further discussion. Director Speer inquired if anything was changed to the Resolution. Interim General Manager John Kingsbury explained the only changes are the ones to remove the previous General Manager and to add new people per their title and not their name. With adding the titles and not the names it allows the changes to be made when staffing changes happen without having to update the resolution each time. Director Speer agreed with the decision to approve by titles. Interim General Manager

Kingsbury reported that the money from the loan received for the Clearwell Tank Project is just sitting in the Wells Fargo account because we do not currently have authorization to make the transfers. Director Blood asked for clarification as to when making the transfers if staff would still be following the policies. District Legal Counsel, Adam Brown explained that policies regarding transfers are required to be followed. To transfer that large of amount Board action will be required. District Engineer Matt Ospital asked for item d. Minutes of Special Meeting March 23, 2021, to be removed from the vote for a correction to be made. In the minutes it states that WGA believes \$30,000-\$40,000 will be sufficient for the Clearwell Tank Project Budget. He informed the Board Secretary that it should say \$30,000-\$40,000 per month. A motion was made by Director Speer, seconded by Director Blood, to approve the Consent Calendar with changes. A roll call vote was taken. Directors Dell'Orto, Speer and Blood voted yes, none opposed. Motion carried 3-0.

VI. APPLICATION FOR CITIZEN APPOINTMENT TO CALAVERAS PUBLIC UTILITY DISTRICT BOARD OF DIRECTORS

Brady McCartney, Mokelumne Hill, CA 95245

President Dell'Orto asked Brady McCartney what brought him to the Board. Mr. McCartney informed the Board that he's interested in the District's water shed. He would like to be a part of the Board for the long haul. Director Speer asked Mr. McCartney about his profession. Mr. McCartney stated that he currently works for Mokelumne Hill Sanitary District as well as the City of Jackson. Some more discussion ensued. A motion was made by Director Speer, seconded by Director Blood, to appoint Brady McCartney as a member of the Board of Directors to fill the vacancy left by the resignation of former Director John Lavaroni. Suzie Coe spoke at this time to let the Board know that she was also interested in being appointed to the Board. District Legal Counsel, Adam Brown informed Suzie Coe that her application was received after the Board Agenda was posted and advised the Board to hold a special meeting to take action to her application. Suzie Coe would like to attend that meeting if she is giving enough notice. President Dell'Orto will schedule with the Interim General Manager and someone will inform Suzie Coe of the date. A roll call vote was taken on the appointment of Brady McCartney. Directors Dell'Orto, Speer and Blood voted yes. Motion carried 3-0. The Oath of Office was administered. Newly appointed Director McCartney will make a visit to the District Office to sign his Oath of Office.

VII. WATER CAPACITY AND CONNECTION FEES STUDY: Presentation by Hansford Economic Consulting, LLC to update the Board on the status of the Water Capacity and Connection Fees Study

Catherine Hansford was contacted by the previous General Manager and the two were working together to prepare options to present to the Board. Ms. Hansford gave a presentation to the Board. Discussion ensued. Questions were asked regarding the reason for 5/8" meters to longer be offered. Ms. Hansford informed the Board that most agencies no longer offer 5/8" meters. Director Blood questioned Ms. Hansford on the "2012 Master Plan" as he was unaware that there was one. Ms. Hansford informed the Board that she used a memo from Forsgren Engineering and agreed to correct the verbiage in her presentation. Interim General Manager John Kingsbury informed the Board that his goal at this meeting was to bring this to the Board to give them time to ask questions before action was needed. The Interim General Manager would like to make sure that enough public outreach is done as well. Director Blood inquired whether the funds received by connections fees would need to be put into a separate fund for their proper use. Ms. Hansford informed the Board that the funds would need to be separated. Director Blood also verified with District's Legal Counsel that the Policies and Procedures would be updated accordingly. District's Legal Counsel, Adam Brown advised that the Board policies would be updated at the appropriate time. Director

Speer expressed his agreement that the District's fees need to be updated. He advised the Board that he was surprised when he heard how low CPUD's connection fees were compared to other districts. President Dell'Orto thanked Ms. Hansford for her presentation and her time. Water System Superintendent Mathew Roberts informed the Board that currently staff is providing estimates with a break down that is higher than originally quoted which he would like to get away from in the future. Director Blood asked if Superintendent Roberts could pull up past quotes and statements for the Board to compare. Director Speer asked District's Legal Counsel if the lack of a CIP could create a legal issue. Mr. Brown explained that it could be. Updating the CIP should be a priority. Ms. Hansford clarified that master plans do take time and if needed the study can be broken into two parts in order to move forward. District Legal Counsel recommended exploring the option of the buy in until the CIP has been updated. Director Speer agrees that action needs to be taking as soon as possible. President Dell'Orto asked that Interim General Manager and the Water System Superintendent work together to better determine actual costs on new connections. President Dell'Orto also expressed his interest in an automatic index for the future. No action was taken.

VIII. CLEARWELL TANK PROJECT: Presentation by Weber, Ghio, and Associates, Inc. to update the Board on the Status of the Clearwell Tank Project.

Matt Ospital of Weber Ghio gave a brief recap of the Clearwell Tank Project. He reported that the project is moving along. He has been in contact with Mathew Roberts Water System Superintendent and Chief Water Treatment Plant Operator, Wyatt Rovera throughout the process. Some discussion ensued regarding the environmental procedures. Director McCartney inquired if grant money was sought out for this project. Mr. Ospital informed him that it was considered, but due to the emergency status of the project, a private loan was acquired. Director McCartney informed the Board that he believes for future projects that he can be of assistance in obtaining grants. Director Blood expressed his concerns with the decision to move forward with such a large tank. He fears that the District will be back in the same predicament in 20 years. Interim General Manager Kingsbury recommended discussing the matter with him separately after the meeting, and Director Blood agreed. Interim General Manager Kingsbury thanked Mr. Ospital for his time and for the presentation.

IX. REPORTS

1. Legal Counsel Report:

Nothing to report at this time.

2. Water System Superintendent's Report:

Interim General Manager Kingsbury informed the Board that he has asked Mathew Roberts to join the meetings from here on out so the Board can freely ask questions regarding the operations of the District. Superintendent Roberts gave a full report on the monthly maintenance done at the district. Director Speer asked whether the pumps were just recently repaired at the South Fork Pump Station. Superintendent Roberts explained that they did in fact just get repaired but this was a separate issue. President Dell'Orto asked if there was a schedule for maintaining the PRVs throughout the District. Unfortunately, with a 3-man crew it is difficult to schedule the maintenance. At this time Superintendent Roberts informed the Board that the District is in a reactive stage rather than a proactive stage. He let the Board know that he has recently found out about a new CLA-Val program that can help. He just enrolled the District. Clarification was provided to the Board regarding a 4" transit line repair. The Board thanked Superintendent Roberts for taking the time to attend these meetings.

3. Interim General Manager's Report:

Interim General Manager Kingsbury has been meeting with staff, Board members and engineers to get caught up to speed on the workings of the District. He sees a lot of good things to come. He has nothing but compliments for the staff. He has enjoyed the open communication. The staff has been working on a list of pending items which has about 25 items on it. He is currently working on his own list as well in preparation for a new, permanent General Manager. He has met with the District's Legal Counsel. He has also hosted a meet and greet for some of the Board and staff. President Dell'Orto let John know that he enjoyed the meet and greet.

4. DIRECTOR'S COMMENTS:

Director Blood announced that he would be attending the UMRWA meeting on April 22, 2021. President Dell'Orto informed staff that he was notified by a member of the public that there are some tree issues up at Red Hawk. Director Blood asked for clarification on the type of tree. President Dell'Orto believes it is a ponderosa pine. Director McCartney recommended staff to take pictures and videos if possible. President Dell'Orto thanked Administrative Account Assistant/Board Secretary Bear for her efforts during this transition period. He understands the difficulties and appreciates her efforts.

Director Speer expressed his appreciation to Superintendent Roberts for joining the meeting. He appreciated the dialog it brought and looks forward to future reports. He thanked Interim General Manager Kingsbury for the direction he is taking the Board meetings.

X. BOARD OF DIRECTORS MEETINGS

Interim General Manager proposed changing the Board meetings to daytime hours. He understands that the meetings are for the Board, but he believes changing the hours will provide a better opportunity for others to join, for example outside vendors needing to give presentations. Discussion between the Board, the Interim General Manager, and District Legal Counsel followed. District Legal Counsel, Adam Brown informed the Board that action would not be taken tonight. He will need to do some research as to how the meeting schedule was established (by resolution or ordinance) and would follow up with the Interim General Manager to bring a proposal to the next meeting. It was decided that the time of the meetings would be added to the special meeting agenda for next week. At this time Suzie Coe informed the Board that she currently serves on the board of directors of two other public agencies.. District's Legal Counsel, Adam Brown let Suzie Coe know that he would have to investigate further to see whether she could serve on the CPUD Board or if it would be prevented by the doctrine of incompatible offices.

XI. CLOSED SESSION

The Board went into closed session to discuss the performance evaluation of the Interim General Manager. Following the closed session, it was reported that no action was taken.

XII. ADJOURNMENT

As there was no further business to come from the Board, a motion was made by Director Speer, seconded by Director Blood, to adjourn the meeting. A roll call vote was taken. Directors Dell'Orto, Speer and Blood voted to adjourn the meeting at 10:30pm. Motion carried 3-0.

Respectfully Submitted,



Carissa Bear, Board Secretary