

CALAVERAS PUBLIC UTILITY DISTRICT

December 8, 2015

Regular Meeting

7:00 P.M.

MEMBERS PRESENT: John Lavaroni
Clifford Overmier
Charlie Moore
Dave Ortegel

MEMBERS ABSENT: Mark McCartney

STAFF PRESENT: Donna Leatherman, District Manager
Kate Jesus, Administrative Account Assistant
Christopher Williams, Attorney, Calaveras Public Utility District

OTHERS PRESENT: None

1. ROLL CALL: 7:00pm Director Lavaroni, Overmier, Moore, and Ortegel present.

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

3. CONSENT CALENDAR:

A. Approval of Minutes as Mailed for Regular Meeting of November 10, 2015

B. Approval of Directors Report for November 2015

C. Approval of Monthly Maintenance Report for November 2015:

A motion was made by Director Lavaroni, seconded by Director Moore that the Consent Calendar be approved as mailed. Directors Lavaroni, Overmier, Ortegel and Moore voted yes, no nays. Motion carried 4-0-1 absent.

4. FINANCIAL BUSINESS:

A. Approval of Claim Summary #686 – Director Lavaroni and Director Overmier inquired about payments on Claim Summary which were clarified by the Manager. A motion was made by Director Moore, seconded by Director Ortegel to approve Claim Summary in the amount of \$99,487.44 as presented. Directors Lavaroni, Overmier, Ortegel and Moore voted yes, no nays. Motion carried 4-0-1 absent.

5. APPROVAL OF 2014/15 ANNUAL AUDIT: The Manager has reviewed the 2014/15 Annual Audit. Most of the findings and recommendations have been addressed. A motion was made by Director Lavaroni, seconded by Director Ortegel to approve the 2014/15 Annual Audit as presented. Directors Lavaroni, Overmier, Ortegel and Moore voted yes, no nays. Motion carried 4-0-1 absent.

6. RESOLUTION 2015-14: APPROVAL OF ACCOUNTING POLICIES AND PROCEDURES

MANUAL: The Manager stated that as noted in the findings of the Annual Audit, recommendations were made to establish an Accounting Policies and Procedures Manual. A motion was made by Director Moore, seconded by Director Ortegel to accept Resolution 2015-14 Approval of Accounting Policies and Procedures Manual as presented. Directors Lavaroni, Overmier, Ortegel and Moore voted yes, no nays. Motion carried 4-0-1 absent.

7. RESOLUTION 2015-15: AMERICAN FIDELITY – 125 PLAN UPDATES: The Manager reviewed the updates to the plan. Director Moore inquired about employee participation. A staff presentation is scheduled for later this month to provide information and increase participation for 2016. A motion was made by Director Moore, seconded by Director Lavaroni. Directors Lavaroni, Overmier, Ortegel and Moore voted yes, no nays. Motion carried 4-0-1 absent.

8. ACCEPT OF PROPOSAL – SEVENTH INDEPENDENT CONSULTANT’S SAFETY INSPECTION REPORT (PART 12) FOR THE MIDDLE FORK PROJECT: The Manager reported on the 5 year update to the Part 12 as a FERC requirement. The Manager requested to review a proposal and enter agreement not to exceed \$36,000.00 with Mead & Hunt to prepare the Seventh Independent Consultant’s Safety Inspection Report (Part 12) for the Middle Fork Project. A motion was made by Director Moore, seconded by Director Ortegel. Directors Lavaroni, Overmier, Ortegel and Moore voted yes, no nays. Motion carried 4-0-1 absent.

9. BUTTE FIRE REPORT:

A. FEMA – HOUSING REQUEST: The Manager reported that the District has received a request from FEMA to establish temporary water connections in the District’s service area but due to the Curtailment Order from the State, the District cannot allow these connections. The Manager is currently working with several agencies to resolve the moratorium for the District. At this time, the District is waiting to hear if connections will be allowed.

B. LIST OF PROJECTS: The Manager reported that the District has received confirmation from FEMA for approval of Request for Public Assistance. The District has six projects listed for possible funding. The first project for the Pacific Gas and Electric reimbursement has been submitted and is pending approval.

10. WATER CONSERVATION AND DROUGHT REPORT: The Manager reported that the District continues its conservation efforts with 31.9% conservation for the month of November. The rainfall total for November was 6.02” making a year-to-date total of 7.45”.

11. MOKELUMNE WILD AND SCENIC:

A. CALAVERAS LONG TERM WATER NEEDS STUDY: The Manager gave an overview of the study that will need to be completed by the District and other Calaveras entities to determine the needs of the Calaveras County agencies interest on the Mokelumne River. Director Moore inquired about using information from the Master Plan for the study. The Manager reported other previous studies will also be considered.

12. MANAGERS COMMENTS:

A. HOLIDAY OPEN HOUSE FOR BOARD & PUBLIC AT CPUD OFFICE – 12/23/15: The Manager invited the Board to a Holiday Open House and if interested, they can RSVP to Kate.

13. DIRECTORS COMMENTS:

A. LAFCO - Meeting 11/16/15 (LAVARONI): Director Lavaroni gave an overview of the meeting explaining the Public Member Alternate Vacancy/Protest Hearing.

B. CAMRA – Meeting 11/18/15 (ORTEGEL): Director Ortegel informed the Board that he is no longer the President of CAMRA.

C. UMRWA – Next meeting 1/22/16 (MOORE)

14. CLOSED SESSION:

A. CONFERENCE WITH REAL PROPERTY NEGOTIATORS (GOVERNMENT CODE SECTION § 54956.8) PROPERTY: TOYON PARK WATER SYSTEM, LLC NEGOTIATORS: DONNA LEATHERMAN, CHRIS WILLIAMS AND RICK CHURCHILL
UNDER NEGOTIATION: PROPERTY NEGOTIATIONS

The Manager called for a closed session. At 8:15pm the Board convened to a closed session. The Board reconvened at 8:37pm to report no action was taken.

15. ADJOURMENT (Next meeting 1/12/15): As there was no further business to come before the Board, the meeting was adjourned at 8:40pm.

Respectfully submitted,

Kate Jesus, Administrative Account Assistant