

**CALAVERAS PUBLIC UTILITY DISTRICT**

**June 11, 2019**

**Regular Meeting**

**7:00 P.M.**

MEMBERS PRESENT: Clifford Overmier  
J.W. Dell’Orto  
Richard Blood  
Alan (Bill) Claudino

MEMBERS ABSENT: John Lavaroni \*

STAFF PRESENT: Donna Leatherman, District Manager  
Kate Jesus, Administrative Account Assistant  
Carissa Bear, Customer Service Representative  
Christopher Williams, Legal Counsel

OTHERS PRESENT: Dan Balsley Bev Blakely  
T.M. Moran Sharon Fischer  
Tammy Hebrard Antonie Wurster  
Charlie Hebrard Gina Kathan  
Kathryn Reeves Tracy Zellers  
Bob Blakely Daryl Zellers

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

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

\*Director Lavaroni arrived at 7:07pm

3. APPROVAL OF CONSENT CALENDAR:
- a. Minutes for Regular Meeting of May 14, 2019
  - b. Minutes for Special Meeting of June 5, 2019
  - c. Directors Report for May 2019
  - d. Monthly Maintenance Report for May 2019

Director Blood expressed his concerns regarding the motion made on item 3(b) regarding the minutes from the June 5, 2019 Special meeting. He stated that the motion was not a unanimous decision and the statement was ambiguous. Director Blood inquired to Legal Counsel, Christopher Williams, who stated that the motion was accurate. The Manager also verified that the motion passed by a vote of 4-0-1. Director Blood requested that future Board meetings be recorded. A motion was made by Director Claudino, seconded by Director Dell’Orto to approve the Consent Calendar as mailed. Motion carried 5-0.

4. FINANCIAL BUSINESS:

a. Approval of Claim Summary #728: Director Blood suggested that the Bill Payments report include the general ledger account number assigned to each payment. A motion was made by Director Claudino, seconded by Director Lavaroni to approve the Claim Summary #728 in the amount of \$173,905.02 as presented. Motion carried 5-0.

5. RESOLUTION 2019-7: TERMINATION OF AGRICULTURAL AGREEMENT (Metzger, Grant and Susan): The Manager stated that the Metzger's entered into an ag water agreement in 2002 and requested to terminate the agreement on April 22, 2019. A motion was made by Director Lavaroni, seconded by Director Claudino to approve Resolution 2019-7: Termination of Agricultural Agreement as presented. Director Overmier, Dell'Orto, Blood, Claudino and Lavaroni voted yes. Motion carried 5-0.

6. INSURANCE CLAIM FOR DAMAGES

a. Ruth, Ana (Acct #832) – 212 Pixley Avenue, San Andreas

The Manager reported that the District received a claim for damages to the customer's water softening system. The claim form, letter and invoice were presented to the Board for review. After a brief discussion and inquiry by Director Blood regarding claim handling policy, a motion was made by Director Lavaroni, seconded by Director Claudino to deny the claim and send a claim rejection letter in accordance with District policy. Motion carried 5-0.

7. MOUNTAIN COUNTIES WATER RESOURCE ASSOCIATION MEMBERSHIP UPDATES:

An invitation for a Meet, Greet and Welcome reception on June 21, 2019 was given to the Board. Director Overmier stated he may be interested in attending. MCWRA is expanding their Board from seven to nine members. If interested in soliciting for a Board position, contact the Board Secretary for further information. A save-the-date for the November 14, 2019 event hosted by CCWD and TUD at the Murphy's Historical Hotel was provided to the Board.

8. RESOLUTION 2019-8: APPROVAL OF GUIDELINES FOR THE SUBMISSION AND TABULATION OF PROTESTS IN CONNECTION WITH RATE HEARINGS CONDUCTED PURSUANT TO ARTICLE XIII D, SECTION 6 OF THE CALIFORNIA CONSTITUTION: Resolution 2018-9 is being presented to supersede Resolution 2019-4. Resolution 2018-9 amends the guidelines to allow protests by tenants to be submitted in connection with rate hearings. A motion was made by Director Lavaroni, seconded by Director Claudino to approve Resolution 2019-8: Approval of Guidelines for the Submission and Tabulation of Protests in Connection with Rate Hearings Conducted Pursuant to Article XIII D, Section 6 of the California Constitution.

Tammy Hebrard requested to comment that the Board packet being available on the District website and also requested a copy of the resolution be emailed to her. Director Blood expressed concern regarding the lack of time to review and suggested a Special meeting be scheduled to allow further time to review. He referenced Section 6.02.1 of the Board of Directors Handbook stating inconsistencies with the availability of the agenda packet prior to the Board meetings. Director Dell'Orto also stated that there was not much time for review however, understood the revisions and are fine with amendments. President Overmier tabled the item to schedule a Special meeting to allow further review of the resolution.

9. DISCUSSION/ACTION: SETTING OF PUBLIC HEARING FOR PROPOSED RATE INCREASE: At the Special meeting on June 5, 2019, the Public Hearing scheduled for June 11, 2019 was cancelled and will require to be re-noticed. Tammy Hebrard expressed concerns regarding the decision to table item 8 Resolution 2019-8 and continue with setting the Public Hearing. Antonie Wurster suggested that the District host another informational meeting and allow for questions from the public. Director Overmier thanked the public for their comments. A motion was made by Director Lavaroni, seconded by Director Dell'Orto to direct Staff to re-notice and set a public hearing for August 13, 2019 at 7:00pm to be held at the San Andreas Town Hall. Motion carried 5-0.

10. REPORT: JEFF DAVIS WATER TREATMENT PLANT SCADA PROJECT: Staff and the District Engineer continue to work with Technical Systems, Inc. (TSI) through the design submittals. The Manager also reported that on June 5, 2019, the eurotherm system (current SCADA) had crashed. Staff has developed a back-up plan for daily operations which will require the field staff to manual operate,

record and monitor the treatment plant operations seven days a week. Additionally, the State Water Board has been notified of the project and modified operating conditions.

11. **REPORT: SPECIALIZED UTILITY SERVICES PROGRAM (SUSP) MEDIAN HOUSEHOLD INCOME (MHI) SURVEY:** On June 10, 2019, the District mailed a letter to all residential customers notifying them of the upcoming income survey and SUSP will be mailing the survey within two days of District notification. A summary of the results will be submitted to the District and the State when complete. Sharon Fischer asked for clarification on who the surveys would be mailed to. Gina Kathan inquired about the process for tenants submitting the survey and if extra copies would be available in the District office; the Manager would follow up with SUSP. Tammy Hebrard asked for clarification on whether the District would be applying for a loan or a grant; the Manager clarified stating that it would be determined upon the survey results.

12. **MONTHLY WATER USAGE REPORT:**

a. **Water and Rainfall Report:** The water usage and rainfall figures for the month of May 2019 were presented for review and discussion. Rainfall for May was recorded as 7.96 inches and a total of 60.74 inches for the season. The Manager stated that there will be presentation on the concerns of water loss at an upcoming Board meeting.

13. **MANAGERS COMMENTS:**

a. **Monthly Report:** A report of current and pending projects was provided to the Board for review and discussion.

b. **Rate Code Adjustment Request (Hooton, Karen Acct #1806):** The District received a letter from Ms. Hooton regarding concerns of the multiple unit rate. Staff investigated and replied to Ms. Hooton stating the rate code had been changed to a single-family rate effective the May 26, 2019 billing cycle. No further action is needed.

14. **DIRECTORS COMMENTS:**

a. **LAFCO – Meeting Report 5/20/19 – Director Lavaroni:** Nothing to report.

b. **CAMRA – Meeting Reminder 6/19/19 – Meeting is Wednesday.**

c. **UMRWA – Meeting Reminder 7/26/19 – Director Blood:** Director Blood will attend.

Director Blood expressed concerns regarding the lack of Committee sign-ups at the informational meetings in May. He also was concerned about requests for agenda items; the Manager reported that the request would be placed on the July agenda. Director Blood asked that the requested documents be available to allow for review before the July meeting; the Manager requested more time considering the work effort of the proposed rate increase.

15. **CLOSED SESSION:** None

16. **ADJOURNMENT (Next Regular Meeting July 16, 2019):** As there was no further business to come before the Board, the meeting was adjourned at 8:19 p.m.

Respectfully submitted,

Kate Jesus, Administrative Account Assistant