

CALAVERAS PUBLIC UTILITY DISTRICT

June 13, 2023

Regular Meeting

3:00 pm

DIRECTORS PRESENT: Richard Blood
Brady McCartney
J.W. Dell'Orto
Jack Tressler

MEMBERS ABSENT: Steve McDermed

STAFF PRESENT: Travis Small, General Manager
Adam Brown, District Legal Counsel
Carissa Bear, Clerk of the Board
Mathew Roberts, Water System Superintendent

OTHERS PRESENT: Joan Griffith (public)
Walter Griffith (public)

1. CALL THE MEETING TO ORDER: The regular meeting was called to order by President Blood at 3:01 P.M.
2. ROLL CALL OF DIRECTORS: Directors Blood, McCartney, Dell'Orto, and Tessler were present. Director McDermed was absent.
3. PLEDGE OF ALLEGIANCE
4. PUBLIC COMMENT (Limit 3 minutes per person/15 minutes per subject): Director Dell'Orto thanked everyone for their participation at the public hearing. Travis Small, General Manager, thanked the Board for their part. He complimented them on their participation in answering questions. Director Tressler felt it went well. He would have liked Mr. Small to reach out to the public more and describe what is going on in the District. Adam Brown, District Legal Counsel, has been a part of many Proposition 218 hearings and he felt the District's went well. The Board as a whole handled the meeting very well. The engagement prior to the meeting helped with the success of the hearing.
5. CONSENT ITEMS
 - a. May 16, 2023 Regular Board Meeting Minutes
 - b. Claim Summary

Director Tressler and Mr. Small discussed the Western Hydrologics invoice and the work that was done. Director Dell'Orto reported an error in the May 16, 2023 Regular Board Meeting Minutes. During the Roll Call of Directors it stated Director Dell'Orto was present and Director Tressler was absent. It needs to be changed to Director Dell'Orto absent Director Tressler present. Carissa Bear, Executive Assistant, notated the error. Director Tressler inquired about the CAL Fire invoice; Mr. Small responded.

*3:17 pm members of the public joined the meeting.

A motion was made by Director Dell'Orto, seconded by Director Tressler, to approve the consent items a-b. A roll call vote was taken. Directors Dell'Orto, Tressler, McCartney, and Blood voted yes; none opposed. Motion carried 4-0.

6. ESTABLISHING DATE AND TIME OF REGULAR BOARD MEETINGS

The Board and staff discussed what date and times for the regular monthly Board meeting would work best for all involved. Mr. Small informed the Board that moving the Board meetings to the third Tuesday of every month would help the staff with preparation of the Board packet, and informed the Board that the packet preparation often lands at the same time as closing out month end. The Board asked for District Legal Counsel's view on meeting times. Mr. Brown informed the Board that it varies with all of his clients, but he has noticed a trend favoring earlier meetings. Director Tressler expressed his preference for morning meetings. President Blood requested the Board Meetings be recorded moving forward if the time changes to 9:00 a.m. allowing the public to still view it after business hours. Mr. Brown reported under the Brown Act that the District will have to keep the recordings for 60 days. Minutes will still need to be taken as normal. Once the written minutes are approved by the Board those minutes are now the official minutes and the recording would generally be deleted after the required hold period. President Blood asked that the policy be updated to include recording of the meetings. Mr. Brown will draft a resolution to be considered at a future meeting. President Blood inquired if the recordings could be placed on the website. Mr. Brown informed him that the meeting recordings can be placed on the website once they have been reviewed by staff and legal counsel. The Board agreed to the third Tuesday at 9:00 a.m. of every month for the regular Board meetings. Mr. Brown will draft a resolution for the date and time change.

7. NEWSLETTER

President Blood asked staff to add a discussion item for a proposed newsletter to the agenda as requested by several members of the public during the rate hearing. The Board and staff all agreed it was a good idea. Discussion was had regarding the logistics, how often, and the timeframe to roll out the first one. Joan Griffith, member of the public, recommended a frequency of twice a year for now and increase more if needed. Mr. Small recommended creating a committee to work on it. Director Blood asked for it to be brought back to a future meeting. Mr. Small will bring back examples from other districts. Director Tressler asked Mathew Roberts, Water System Superintendent, if the crew takes photos while in the field. Mr. Roberts informed the Board that the crew takes photos throughout the day. Director Tressler would like to see photos in the newsletter. Director McCartney would like to see before and after pictures of jobs.

8. 2023 ASSOCIATION OF CALIFORNIA WATER AGENCIES (ACWA) ELECTIONS

Mr. Small notified the Board that the District needs a representative to vote for the 2023 ACWA elections. Up for election this summer is the Region 3 Board. The Board members were in agreement that the best person to be a voting representative is the General Manager since he represents the District.

9. CONSIDERATION OF ADOPTION OF FISCAL YEAR 2023/2024 BUDGET

Mr. Small presented the Operating and Capital Outlay Budget. He pointed out that there is a place holder for a 10-wheel C.A.R.B (California Air Resources Board) compliant dump truck, new or used. He would like to bring that back to an Ad Hoc meeting. Mr. Small is meeting with the District engineers tomorrow regarding the status of the grants. Once he has more information, he will update the Board. President Blood asked about the process for the District to be awarded grants, and whether a mid-year budget adjustment was needed if a grant was awarded. Mr. Small stated that could happen. Director Dell'Orto asked if the District was still looking into other health care options. Mr. Small informed him that it is still being researched. The District is running into some complications with the retiree health benefit. He is working with ACWA/JPIA right now but has to make sure they will accept the demographic of the retirees. Mr. Small informed the Board that he is proposing an increase in the training budget this year due to the new requirements for Class A drivers. Director Tressler gave some insight into the current process. Mr. Small and Mr. Roberts will discuss further with Director Tressler after the meeting. Mr. Small pointed out that the administrative expenses are going up due to the rising permit fees. President Blood asked for clarification on the minimum reserve deficit, and Mr. Small clarified. President Blood asked for more information on the radio survey meter replacement project and if it could be recouped by a grant. Mr. Small clarified. It was discussed that this project will move forward regardless of if the grant will cover the cost or not. President Blood asked to bring to the Engineer Committee to discuss further. A motion was made by Director Dell'Orto, seconded by Director McCartney, to approve Resolution 2023-10 Adopting Budget for Fiscal Year 2023/2024. A roll call vote was taken. Directors Dell'Orto, McCartney, and Blood voted yes; Director Tressler voted no. Motion carried 3-1.

10. REPORTS

a. Legal Counsel's Report

Mr. Brown stated that his report was covered.

b. Water System Superintendent's Report

Mathew Roberts, Water System Superintendent, planned on showing pictures but due to the length of the meeting decided to move that to the next meeting. Mr. Roberts reported that May was a huge leak month. Typically leaks start showing up in the month of March, but due to the extended wet season the leaks are starting to surface now. Mr. Roberts informed the Board that about a week and a half ago the new Clearwell Tank was put in service with a temporary permit to operate. The pressure filter anthracite addition is complete. The tank divers completed the dive in the old Clearwell Tank, the District is waiting for the report. Mr. Small stated that the FERC site security has been downgraded from level 2 to level 3. Mr. Roberts informed the Board that the Division of Safety of Dams (D.S.O.D.) dam inspections are complete. Director McCartney complimented Mr. Roberts on the report.

c. District Engineer Report

The Engineer's Report will be covered by General Manager.

d. General Manager's Report

Mr. Small is working with the District engineer (WGA) for the storm damage reimbursement. The District is applying as a co-applicant with Calaveras County to bury underground the overhead powerlines near the District hydroelectric facilities. Mr. Small will be meeting with WGA tomorrow to add more items to the Rich Gulch grant application. The grant application is expected to be roughly \$7 million.

e. Director's Comments:

Director McCartney reported to the Board that the Mokelumne Hill Sanitary District has offered the use of their robot. Director McCartney will schedule with Mr. Roberts. Director Dell'Orto did not attend the CAMRA meeting. Director Tressler asked that Board compensation be added to the next agenda. Mr. Small informed Director Tressler that he has been working on cleaning up policies that were adopted in 2021 and was looking to bring it to the Board in the next few upcoming meetings. Ms. Griffith thanked the Board for having an open Board meeting. She enjoyed the meeting and will be attending future meetings. She complimented the Board on a well-organized and timely meeting.

11. ADJOURNMENT

There being no further business to come before the Board, President Blood adjourned the meeting at 5:02 pm.

Respectfully Submitted,



Carissa Bear, Secretary/Clerk of the Board

