



CARMEL AREA WASTEWATER DISTRICT REGULAR BOARD MEETING MINUTES

Thursday, 9:00 a.m., May 27, 2021

Teleconference Webinar

(See California Executive Order N-29-20 during Covid-19 Pandemic)

CALL TO ORDER - ROLL CALL - The meeting was called to order at 9:01 a.m.

Present: Directors: Greg D' Ambrosio, Robert Siegfried, Charlotte Townsend, Michael Rachel, and President Ken White

Absent: None

A quorum was present.

Others: Barbara Buikema, General Manager, Carmel Area Wastewater District (CAWD)
Domine Barringer, Administrative Assistant/Board Clerk, CAWD

Via Zoom:

Patrick Treanor, Plant Engineer, CAWD

Ed Waggoner, Plant Superintendent, CAWD

Chris Foley, Maintenance Superintendent, CAWD

Daryl Lauer, Collections Superintendent, CAWD

Kristina Pacheco, Administrative Assistant/Board Clerk, CAWD

Trevor Weidner-Holland, Lab Analyst/Regulatory Compliance, CAWD

Ray DeOcampo, Lab Supervisor, CAWD

Rob Wellington, Wellington Law Offices, CAWD Legal Counsel

Richard Gebhart, Director, Pebble Beach Community Services District (PBCSD)

Mike Niccum, General Manager, PBCSD

Marianna Pimentel, Senior Accountant, PBCSD

1. Public Comments:

Initially, as this was announced, the microphone was on mute, so virtual attendees did not have the ability to request to make public comment. After item 3 of the Agenda was presented, the General Manager of PBCSD requested to make an announcement. Suha Kilic, Deputy General Manager/CFO, who served for 33 years, has had his official last day and is now retired.

2. Agenda Changes:

No Agenda Changes

3. Announcement and congratulation of employee award winner:

Trevor Weidner-Holland was awarded the California Water Environment Association (CWEA) 2020-2021 Crystal Crucible Award in recognition of his significant participation in wastewater analysis, education and planning within a wastewater laboratory. The Board and members of staff congratulated Mr. Holland and recognized his hard work. Mr. Weidner-Holland was awarded this at the state level.

CONSENT CALENDAR: APPROVAL OF MINUTES, FINANCIAL STATEMENTS AND MONTHLY REPORTS

The Consent Agenda consists of routine items for which Board approval can be taken with a single motion and vote. A Board Member may request that any item be placed on the Regular Agenda for separate consideration.

Board Action

After discussion, a motion to receive and approve was made by Director D'Ambrosio and seconded by Director Townsend. After a Roll Call vote, the Board unanimously received and approved the following Consent Calendar/Agenda items:

- 4.** April 28, 2021 Special Committee Meeting Minutes and April 29, 2021 Regular Board Meeting Minutes
- 5.** Bank Statement Review by Hayashi Wayland for April 2021
- 6.** Schedule of Cash Receipts & Disbursements for April 2021
- 7.** Register of Disbursements – Carmel Area Wastewater District for April 2021
- 8.** Register of Disbursements – CAWD/PBCSD Reclamation Project for April 2021
- 9.** Financial Statements and Supplementary Schedules for April 2021
- 10.** Collection System Superintendent's Report for April, March & February 2021
- 11.** Safety and Regulatory Compliance Report for April 2021
- 12.** Treatment Facility Operations Report for April, March & February 2021
- 13.** Laboratory/Environmental Compliance Report for April 2021
- 14.** Capital Projects Report/Implementation Plan
- 15.** Project Summaries
- 16.** Plant Operations Report for April 2021
- 17.** Maintenance Projects Report for April 2021
- 18.** Principal Engineer Monthly Report General Engineering for April 2021

ACTION ITEMS BEFORE THE BOARD

Action Items consist of business which requires a vote by the Board. These items are acted upon in the following sequence: (1) Staff Report (2) Board Questions to Staff (3) Public Comments, and (4) Board Discussion and Action.

RESOLUTIONS

19. **Resolution No. 2021-25**; Report by General Manager, Barbara Buikema

Board Action

A motion to approve the resolution was made by Director Siegfried and seconded by Director Rachel. Following a Roll Call vote, the Board unanimously passed Resolution 2021-25, adopting the CAWD/PBCSD Fiscal Year 2021-22 Reclamation Project Budget.

20. **Resolution No. 2021-26**; Report by General Manager, Barbara Buikema

Board Action

A motion to approve the resolution was made by Director Rachel and seconded by Director D'Ambrosio. Following a Roll Call vote, the Board unanimously passed Resolution 2021-26, specifying the District sewer connection and annexation fees.

COMMUNICATIONS

21. General Manager Report - oral report
- A. Taco Truck Day update and outcome.
 - B. Announcement of a customer complaint of user fee increase.

OTHER ITEMS BEFORE THE BOARD

22. Request to Engage a Real Estate Professional – *Report by General Manager, Barbara Buikema*

Board Action

After extensive discussion, a motion to accept the request was made by Director D'Ambrosio and seconded by Director Townsend. Following a Roll Call vote, the Board unanimously accepted the request to engage a real estate professional to assist the District in finding a viable parcel to relocate the treatment facility due to sea level rise.

INFORMATION/DISCUSSION ITEMS

23. PBCSD April 30, 2021 Board Meeting – Report by General Manager, Barbara Buikema
The General Manager, Mike Niccum, advised the upcoming meeting will be via Zoom and the Board will decide during that meeting on further meetings being in person with an option for continued virtual inclusion.
24. Reclamation Management Committee Meeting of May 11, 2021 – Report by General Manager, Barbara Buikema
25. Monterey County Investment Report (March 31, 2021) – by General Manager, Barbara Buikema
26. General Manager Quarterly Progress Report – by General Manager, Barbara Buikema

27. Announcements on subjects of interest to the Board made by members of the Board or Staff

- A suggestion/reminder was made by the Board to request the acronyms used in reports be spelled out at least once as an introduction to the acronym.
- The Board congratulated staff on how the Implementation Schedule and the Project Summaries have been a tremendous help in preparing for Board meetings.
- A request was made by the Board to place on next month's Agenda, the feasibility/cost of having an evaluation from an outside specialist on the District's cyber security/network to determine vulnerabilities. The Maintenance Superintendent, Chris Foley, updated the Board on the District's current initiatives and processes that are already in sync with this request.
- Director Siegfried is scheduled to attend the May 28, 2021 PBCSD Board meeting and Director Townsend is scheduled to attend the June 25, 2021 PBCSD Board meeting.
- Director Townsend is scheduled to attend the July 20, 2021 Special Districts Association of Monterey County meeting.
- President White and Director Townsend are scheduled to attend the Reclamation Management Committee meeting on November 9, 2021.

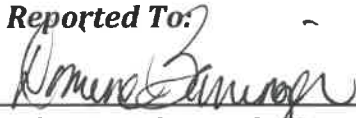
28. CLOSED SESSION: *As permitted by Government Code Section 54956 et seq., the Board of Directors may adjourn to a Closed Session to consider specific matters.*

The Board adjourned to closed session at 10:17 a.m. and convened in closed session at 10:25 a.m. The Board came back into open session at 10:48 a.m. and Legal Counsel announced that in the closed session as listed as item 28 (Conference with Legal Counsel – Anticipated Litigation) on the meeting agenda the Board received information from staff on the matter; no reportable action was taken.

29. ADJOURNMENT

There being no further business to come before the Board, the President adjourned the meeting at 10:49 a.m. The next Regular Meeting will be held at 9:00 a.m., Thursday, June 24, 2021, or an alternate acceptable date, via teleconference webinar. The teleconference webinar is hosted through Zoom and you may receive access by visiting our website, www.cawd.org, calling the District office at 831-624-1248 or via email at downstream@cawd.org.

As Reported To:



Domine Barringer, Secretary to the Board

APPROVED:



Ken White, President