



CARMEL AREA WASTEWATER DISTRICT REGULAR BOARD MEETING MINUTES March 26, 2020

Teleconference Webinar
(See California Executive Order N-29-20 during Covid19 Pandemic)

CALL TO ORDER - ROLL CALL - The meeting was called to order at 9:06 a.m.

Present: Directors: D' Ambrosio, Robert Siegfried, Charlotte Townsend, Michael Rachel,
And President White
Absent: None

A quorum was present.

Others: Via Zoom

Barbara Buikema, General Manager, Carmel Area Wastewater District (CAWD)
Rachel Lather, District Engineer, CAWD
Patrick Treanor, Plant Engineer, CAWD
Chris Foley, Maintenance Superintendent, CAWD
Daryl Lauer, Collections Superintendent, CAWD
Domine Barringer, Administrative Assistant/Board Clerk, CAWD
Kristina Pacheco, Administrative Assistant/Board Clerk, CAWD
Rob Wellington, Wellington Law Offices, CAWD Legal Counsel
Richard Verbanec, Director, Pebble Beach Community Service District (PBCSD)
Mike Niccum, General Manager, PBCSD

1. Public Comments:

No public comment

2. Agenda Changes:

- *Hayashi Wayland Bank Statement Review letter of CAWD February 2020 statements.*
- *Revised Preliminary Rate Model for Fiscal Year 2020-2021 – Agenda item No.*

THE CONSENT CALENDAR RECEIPT AND APPROVAL WAS MOVED TO THE END OF THE MEETING FOR DISCUSSION

ITEM NO. 3 ON THE AGENDA WAS MOVED TO THE END OF THE MEETING-

Robert Bowman Collection Worker of the Year did not appear because of COVID-19. The Board requested this item be brought forward to a later date when the COVID orders have been lifted.

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

3. Resolution No. 2020-15; report given by Principal Engineer, Rachél Lather

Board Action

After brief discussion, a motion to approve was made by Director D’Ambrosio and seconded by Director Townsend. Following a Roll Call vote, the Board unanimously adopted Resolution No. 2020-15 to authorize the General Manager to contract with Denise Duffy & Associates, Inc. to provide project environmental surveys, monitor and report, and implement the Restoration Plan for the Hatton Canyon Pipeline Replacement Project #18-17 for \$77,848.

4. Resolution No. 2020-16; report given by Principal Engineer, Rachél Lather

Board Action

After extensive discussion, a motion to approve was made by Director White and seconded by Director Townsend. Following a Roll Call vote, the Board unanimously adopted Resolution No. 2020-16, as amended, accepting the lowest responsible bid for the Rio Road Cured in Place Pipe (CIPP) Lining Project #19-07.

5. Resolution No. 2020-17; report given by Principal Engineer, Rachél Lather

A motion to approve was made by Director Rachel and seconded by Director D’Ambrosio. Following a Roll Call vote, the Board unanimously adopted Resolution No. 2020-17, authorizing the General Manager to contract with PSOMAS to provide construction management and inspection services for the Rio Road CIPP Lining Project #19-07 in the amount of \$162,480.

6. Resolution No. 2020-18; report given by Plant Engineer, Patrick Treanor

Board Action

A motion to approve was made by Director Siegfried and seconded by Director Townsend. Following a Roll Call vote, the Board unanimously adopted Resolution No. 2020- 18, approving a Notice of Intent to adopt a Mitigated Negative Declaration for the WWTP Elec/Mech Rehab and Sludge Holding Tank Replacement Project #18-01.

7. Resolution No. 2020-19; report given by General Manager, Barbara Buikema

Board Action

A motion to approve was made by Director Townsend and seconded by Director D'Ambrosio. Following a Roll Call vote, the Board unanimously adopted Resolution No. 2020-19, requesting the County Elections Department conduct an election for the District's Board Member seat openings, and consolidate the election with the statewide election on November 3, 2020.

8. Resolution No. 2020-20; report given by General Manager, Barbara Buikema

Board Action

After extensive discussion, a motion to approve was made by Director Rachel and seconded by Director Siegfried. Following a Roll Call vote, the Board unanimously adopted Resolution No. 2020-20, approving the Carmel Area Wastewater District Coronavirus Disease (COVID-19) Risk Mitigation and Response Plan.

OTHER ITEMS BEFORE THE BOARD

9. CAWD FY 2020-21 Preliminary Budget - Report by General Manager, Barbara Buikema

Board Action

A motion to approve was made by Director Townsend and seconded by Director Rachel. Following a Roll Call vote, the Board unanimously accepted the CAWD FY 2020-21 Preliminary Budget.

10. CAWD FY 2020-21 Preliminary Rate Model - Report by General Manager, Barbara Buikema

Board Action

A motion to approve was made by Director Siegfried and seconded by Director Townsend. Following a Roll Call vote, the Board unanimously accepted the CAWD FY 2020-21 Preliminary Rate Model.

INFORMATION/DISCUSSION ITEMS

11. The General Manager's report on the PBCSD February 28, 2020 Board Meeting was reviewed.

It was noted that CAWD's outcome of negotiations with the California Coastal Commission was favorable. It was also announced that the March PBCSD Board Meeting is cancelled. The ongoing favorable collaboration and relationship between CAWD and PBCSD was acknowledged.

12. *The General Manager Quarterly Progress Report was reviewed.*

13. *There was no update on the proposed Mr. Larsen sewer connection in Carmel Highlands.*

STAFF & BOARD MEMBER REPORTS

Staff Reports include items for which verbal reports/presentation will be provided. If a specific presentation is planned, it will be listed, and summary information may be included with the Agenda. Brief oral reports may be provided for items arising after the Agenda preparation. The Board may wish to ask questions or discuss a staff report, but no action is appropriate other than referral to staff, or request that a matter be set as a future Agenda Item.

COMMUNICATIONS

14. The General Manager's Report included an update on CAWD's California Coastal Commission Meeting, and the approval of the amended Coastal Development Permit issued to CAWD. The work done by staff, counsel, and consultants, to finalize negotiations with the California Coastal Commission, was commended.

15. Announcements on Subjects of Interest to the Board Made by Members of the Board or Staff

Oral reports or announcements from Board President, Directors or staff concerning their activities and/or meetings or conferences attended.

- Director Townsend recited a letter that was sent to the Editor of The Carmel Pine Cone on July 20, 1949:

"Dear Sir: I believe that the Carmel Sanitary Board is acting illegally: first, in opening bids when blocked by a majority of protest; second, in presenting a new estimate (fifty percent less) immediately after their first one was rejected.//

As to our own place, it is ridiculous to assess us more than six thousand dollars (according to the new cut-rate estimate) for a facility which we shall never need; while a big new house covering a little lot, which therefore perhaps really needs the service, will pay less than one hundred and fifty dollars – more than forty times less. But we shall not press this absurdity; but consider ourselves fortunate as long as we are not actually compelled to hook up with a system that at present shockingly defiles the river-mouth and may in future pollute the bay.

*Sincerely yours,
Robinson Jeffers"*

- The Board agreed by Roll Call vote to publish a prepared letter from the Board to the public addressing COVID-19 in The Pine Cone.

Ayes: Director Siegfried, Director D'Ambrosio, Director Rachel, Director Townsend, and President White

Noes: None

Abstentions: None

Absent: None

- Director D'Ambrosio is scheduled to attend the PBCSD Board Meeting on Friday, April 24, 2020 at 9:30 a.m.
- Director Townsend is scheduled to attend the Special Districts Association of Monterey County meeting on ~~Tuesday, April 21, 2020 at 6:00 p.m. -Cancelled~~
- Director Townsend and Director White are scheduled to attend the Reclamation Management Committee meeting on Wednesday, May 13, 2020 at 9:30 a.m. Tentative depending on COVID-19 Stay in Place Order.

Item #3 MOVED TO THE END OF THE MEETING

16. The recognition of Robert Bowman as the 2019 CWEA Monterey Bay Section Collection Worker of the Year is moved to next month's Board Meeting on April 30, 2020.

ACTION ITEMS BEFORE THE BOARD

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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 of Item Nos. 10 & 12 of the Agenda, a motion to receive and approve was made by Director D'Ambrosio and seconded by Director Rachel. After a Roll Call vote, the Board unanimously received and approved the Meeting Minutes and the following Consent Calendar/Agenda items:

17. COVID- 19 Public Meeting Procedures

- 18. Regular Board Meeting Minutes of February 27, 2020**
- Special Committee Meeting Minutes of March 6, 2020**
- Budget Committee Meeting Minutes of March 9, 2020**
- Budget Committee Meeting Minutes of March 12, 2020**
- Budget Committee Meeting Minutes of March 13, 2020**

19. Bank Statement Review by Hayashi Wayland – February 2020

20. Schedule of Cash Receipts and Disbursements – February 2020

21. Register of Disbursements - Carmel Area Wastewater District – February 2020

22. Register of Disbursements – CAWD/PBCSD Reclamation Project – February 2020

23. Financial Statements and Supplementary Schedules – February 2020

24. Collection System Superintendent’s Report (February & January 2020 & December 2019)

25. Safety and Regulatory Compliance Report – February 2020

26. Treatment Facility Operations Report – (February & January 2020 & December 2019)

27. Laboratory/Environmental Compliance Report – February 2020

28. Capital Projects Report/Implementation Plan

29. Project Summaries

30. Plant Operations Report – February 2020

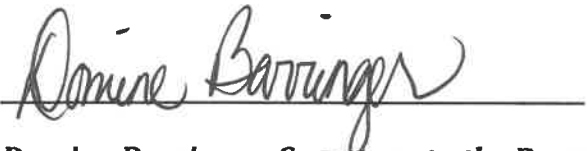
31. Maintenance Projects Report – February 2020

32. Principal Engineer Monthly Report General Engineering – February 2020

33. ADJOURNMENT

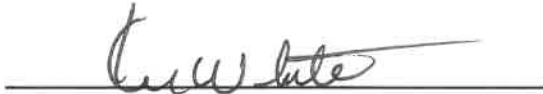
*There being no further business to come before the Board, the President adjourned the meeting at 11:12 a.m. The next Regular Meeting will be held at 9:00 a.m., Thursday, **April 30, 2020** or an alternate acceptable date, via teleconference webinar. The teleconference webinar is hosted through Zoom and you may receive access by visiting our website homepage, www.cawd.org, calling the District office at 831-624-1248 or via email at downstream@cawd.org.*

As Reported To:

A handwritten signature in cursive script, reading "Domine Barringer", is written over a horizontal line.

Domine Barringer, Secretary to the Board

APPROVED:

A handwritten signature in cursive script, reading "Ken White", is written over a horizontal line.

Ken White, President