



CARMEL AREA WASTEWATER DISTRICT REGULAR BOARD MEETING MINUTES October 31st, 2019

CALL TO ORDER - ROLL CALL - The meeting was called to order at 9:05 a.m.

Present: Directors: Robert Siegfried, Charlotte Townsend, Michael Rachel, And President White

Absent: Greg D'Ambrosio

Others:

Barbara Buikema, General Manager, Carmel Area Wastewater District (CAWD)
Patrick Treanor, Plant Engineer, CAWD
Ed Waggoner, Operations Superintendent, 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
Leo Laska, Pebble Beach Community Service District (PBCSD)
Mike Niccum, General Manager, PBCSD
Margaret Robbins, Public Participant
Dick Stott, Carmel Valley Association
Charles Hayes, Arroyo Carmel HOA

1. *Appearances/Public Comments:* *Anyone wishing to address the Board on a matter not appearing on the agenda may do so now. Public comment shall be limited to 3 minutes per person. No action shall be taken on any item not appearing on the agenda. During consideration of any agenda item, public comments shall be limited to 3 minutes per person and will be allowed prior to Board action on the item under discussion.*

Note: If you believe you possess any disability that would require special accommodations in order to attend this meeting, please call Carmel Area Wastewater District at 624-1248.

2. *Agenda Changes:* Any requests to move an item forward on the agenda will be considered at this time.

Two agenda item changes:

- Item #14 on the Agenda at page 69 - a replacement of the page to address a status change for The Microfiltration/Reverse Osmosis (MF/RO) Sound Barriers Project No. 19-12.
- Item #21 on the Agenda - an addition of a memorandum staff report inserted as page 169A.

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.

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

Following a motion made by Director Siegfried and seconded by Director Rachel, the Board unanimously approved the Regular Meeting Minutes of September 26th, 2019, and enacted the following Consent Calendar items:

- 3. Approve Regular Board Meeting Minutes on September 26, 2019**
- 4. Receive and Accept Bank Statement Review by Hayashi Wayland–September 2019**
- 5. Receive and Accept Schedule of Cash Receipts and Disbursements – September 2019**
- 6. Approve Register of Disbursements - Carmel Area Wastewater District –September 2019**
- 7. Approve Register of Disbursements – CAWD/PBCSD Reclamation Project –September 2019**
- 8. Receive and Accept Financial Statements and Supplementary Schedules – September 2019**

**9. Receive and Accept Collection System Superintendent's Report
September, August & July 2019**

Director Siegfried asked if follow up was done on a service call, to locate a cleanout, that CAWD advised be referred to a plumber. Daryl Lauer, Collections Superintendent, advised follow up will be done.

10. Receive and Accept Safety and Regulatory Compliance Report – September 2019

**11. Receive and Accept Treatment Facility Operations Report
September, August & July 2019 (August amended)**

12. Receive and Accept Laboratory/Environmental Compliance Report –September 2019

13. Receive and Accept Capital Projects Report/Implementation Plan –September 2019

Director Rachel requested that for all upcoming resolutions the project number be included in order to connect the project summaries with the resolutions and Barbara Buikema noted, going forward, this will be done.

14. Receive and Accept Project Summaries

Director Siegfried requested change of language on page 62 for Project Number 19-04, -05, -08, -09 & -18-21. Under Project Description - change the following language: "The project will remove existing homes and businesses from using septic tanks and add..." to: "The project will provide the opportunity for homes and businesses to get off the septic system and ..."

15. Receive and Accept Plant Operations Report – September 2019

16. Receive and Accept Maintenance Projects Report – September 2019

17. Receive Principal Engineer Monthly Report General Engineering – September 2019

ACTION ITEMS BEFORE THE BOARD

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RESOLUTIONS

18. Resolution No. 2019-51; A Resolution Approving Posting A Notice Of Intent To Adopt Mitigated Negative Declaration For Eucalyptus Pruning – *Report by Plant Engineer, Patrick Treanor*

Board Action

Following a motion made by President White and seconded by Director Townsend, the Board unanimously adopted Resolution No. 2019-51.

19. Resolution No. 2019-52; A Resolution Authorizing An Amount Not To Exceed \$20,000 To Fund Change Orders For The Construction Of The Hatton Canyon Access Road Grading Project For A Total Project Cost Not To Exceed \$218,477 – *Written Report by Principal Engineer, Rachél Lather; Oral Report by Collections Superintendent, Daryl Lauer*

Board Action

Following a motion made by Director Siegfried and seconded by Director Rachel, the Board unanimously adopted Resolution No. 2019-52.

20. Resolution No. 2019-53; A Resolution Authorizing The General Manager To Enter Into A Contract Amendment With MNS Engineers To Increase The Contract Award From \$35,000.00 To An Amount Not To Exceed \$42,993.00 For MNS Engineers To Provide Engineering Support Services For The Construction Of The Hatton Canyon Access Road Project– *Written Report by Principal Engineer, Rachél Lather; Oral Report by Collections Superintendent, Daryl Lauer*

Board Action

Following a motion made by Director Townsend and seconded by Director Siegfried, the Board unanimously adopted Resolution No. 2019-53.

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.

OTHER ITEMS BEFORE THE BOARD

21. November/December 2019 Regular Board Meeting Date – Report by General Manager, Barbara Buikema

Board Action

Following a motion made by Director Siegfried and seconded by Director Rachel, the Board unanimously agreed to have the next Board Meetings on November 21, 2019 and December 19, 2019.

INFORMATION/DISCUSSION ITEMS

22. Pebble Beach Community Services District (PBCSD) 09-27-19 Regular Board Meeting – Report by General Manager, Barbara Buikema
Informational Only – No Action Required

23. Review of Government Code § 4525-2529.5 – Report by General Manager, Barbara Buikema
Informational Only – No Action Required

Board Counsel, Robert Wellington, noted the need for a change of language in the Staff Report submitted by Barbara Buikema at page 173. The report will be amended.

24. Update on the Mr. Larsen Connection In Carmel Highlands – Oral Report by Collections Superintendent, Daryl Lauer
Informational Only – No Action Required

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

25. General Manager's Report

- Coastal Commission Update - Oral Report by Barbara Buikema

26. 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.

Minutes of the CAWD Regular Board meeting held October 31, 2019 – 9:00 a.m.

PBCSD Board Public Meeting Notice & Agenda – The next PBCSD meetings are scheduled for:
Friday, October 25, 2019 at 9:30 a.m. *Director Rachel is scheduled to attend.*
Friday, December 13, 2019 at 9:30 a.m. *Director Rachel is scheduled to attend.*

Special Districts Association of Monterey County – The next SDA meeting is scheduled for:
Tuesday, January 21, 2020 at 6:00 pm. *Director Townsend is scheduled to attend.*

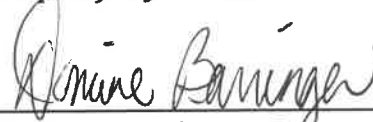
Reclamation Management Committee Meeting – The next RMC meeting is scheduled for:
Wednesday, November 6, 2019 at 9:30 a.m. *Director Townsend and Director White are scheduled to attend.*

27. CLOSED SESSION: *A closed session of the Board is not planned, but may be held if necessary for certain limited purposes authorized pursuant to California Government Code.*

28. ADJOURNMENT

*There being no further business to come before the Board, the President adjourned the meeting at 10:05 a.m. The next Regular Meeting will be held at 9:00 a.m., Thursday, **November 21, 2019** or an alternate acceptable date, in the Board Room of the District Office, 3945 Rio Road, Carmel, CA 93923. NOTE: Staff reports and materials regarding these agenda items are available for public review Monday through Wednesday of the week immediately prior to the Board Meeting at the District Office or at www.cawd.org. After staff reports have been distributed, if additional documents are produced by the District and provided to a majority of the Board regarding any item on the agenda, they will be available at the District Office during normal business hours. Documents distributed at the meeting will be made available in the same manner.*

Respectfully submitted:



Domine Barringer, Secretary to the Board

APPROVED:



Ken White, President