



CARMEL AREA WASTEWATER DISTRICT BOARD OF DIRECTORS REGULAR MEETING

*Via Teleconference Webinar
Thursday, 9:00 a.m., October 27, 2022*

COVID-19 Pandemic and State of Emergency by Governor's Order of California Executive Order N-25-20

In compliance with recently issued guidelines from the State of California, and to aid in keeping the public safe, Carmel Area Wastewater District (CAWD or District) will be conducting our Board Meetings via teleconference until May 30, 2022. AB 361 extends public meeting teleconferencing until January 1, 2024.

To access the meeting via Zoom please visit our website homepage at www.cawd.org or call 1 (669) 900-9128 or 1 (346) 248-7799 and use Webinar ID: 899 8881 4323 Password: 919969.

Ethics training will commence at 11 a.m. and if necessary the District will reconvene the regular session at 1 pm.

If the regular board meeting is not concluded by 11:00 am the remainder of the regular board meeting will be adjourned to 1:00 pm using the following new Zoom link: www.cawd.org. Scroll to the bottom of the landing page and "Click to Rejoin the October 27, 2022" or call 1 (669) 900-9128 or 1 (346) 248-7799 and use Webinar ID: 852 2717 1643 Password: 546275.

If you would like to comment on any item on the Agenda or an item not on the Agenda, please submit those in writing to our office at 3945 Rio Road, Carmel CA 93922 or via email at downstream@kawd.org, at least 24 hours before the meeting. You may also submit comments via the "Chat" function available during the teleconference webinar online. All participants have access during the meeting to be recognized and utilize the platform to speak. Please use the virtual "raised hand" to be acknowledged. Please note: all regular meetings of the Carmel Area Wastewater District are recorded via Zoom.

If you need assistance in accessing this information, please call the CAWD office at 831-624-1248, Monday through Friday, 8:00 am to 5:00 pm.

ADA Compliance Statement

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Carmel Area Wastewater District administrative office at (831)624-1248, Monday through Friday, 8:00 am to 5:00 pm.

Notification prior to the meeting will enable CAWD to make reasonable arrangement to ensure accessibility to this meeting.

NOTICE & AGENDA

CALL TO ORDER - ROLL CALL

D'Ambrosio _____ Rachel _____ Siegfried _____ Townsend _____ White _____

APPEARANCES, ORDERS OF BUSINESS & ANNOUNCEMENTS

- 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 comment shall be limited to 3 minutes per person and will be allowed prior to Board action on the item under discussion.*
- 2. *Agenda Changes:*** *Any requests to move an item forward on the agenda will be considered at this time.*
- 3. *Employee Recognition:***

Fanny Mui passed the exam for the California Water Environment Association (CWEA) Environmental Compliance Inspector Grade II and has been promoted.

CONSENT CALENDAR: APPROVAL OF MINUTES, FINANCIAL STATEMENTS AND MONTHLY REPORTS-ALL REPORTS RELATE TO YEAR

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.

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| 4. | Approve September 27, 2022, Regular Board Meeting Minutes | 02 |
| 5. | Receive and Accept Bank Statement Review by Hayashi Wayland – September | 07 |
| 6. | Receive and Accept Schedule of Cash Receipts & Disbursements – September | 09 |
| 7. | Approve Register of Disbursements – Carmel Area Wastewater District – September | 12 |
| 8. | Approve Register of Disbursements – CAWD/PBCSD Reclamation Project – September | 15 |
| 9. | Receive and Accept Financial Statements and Supplementary Schedules – September | 17 |
| 10. | Receive and Accept Collection System Superintendent’s Report – September, August & July | 30 |
| 11. | Receive and Accept Safety and Regulatory Compliance Report – September | 38 |
| 12. | Receive and Accept Treatment Facility Operations Report – September, August & July | 41 |

"" - indicates no board attachment or oral report.*

"e" - indicates a separate insert is enclosed.

13.	Receive and Accept Laboratory/Environmental Compliance Report – September	47
14.	Receive and Accept Capital Projects Report/Implementation Plan	49
15.	Receive and Accept Project Summaries – Capital & Non-Capital	51
16.	Receive and Accept Plant Operations Report – September	72
17.	Receive and Accept Maintenance Projects Report – September	74
18.	Receive and Accept District Engineer’s Report- September	77

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. 2022-64; A Resolution of the Board of Directors of the Carmel Area Wastewater District (CAWD), Proclaiming a Local Emergency, Ratifying the Proclamation of a State of Emergency by Governor’s Order #N-25-20 Dated March 4, 2020, and Authorizing Remote Teleconference Meetings of the Legislative Body of CAWD for the Period November 1 through November 30, 2022 – <i>Report by General Manager, Barbara Buikema</i>	79
20.	Resolution No. 2022-65; A Resolution Accepting the Lowest Responsive and Responsible Bid for Biosolids Hauling & Disposal Services for Three Years and Awarding the Contract to Synagro West, LLC at an Initial Rate of \$89.77/Ton at an Estimated Disposal of Biosolids Between 1200 to 1500 Tons. The Average Disposal Tonnage of 1,350 Would Amount to Fees of \$121,189.50 and 1,500 Tons Would Amount to Fees of \$134,655 – <i>Report by Plant Superintendent, Ed Waggoner</i>	84

COMMUNICATIONS

21.	General Manager Report – oral report	*
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OTHER ITEMS BEFORE THE BOARD

22.	November/December Board Meeting Date for Board Approval <i>Report by General Manager, Barbara Buikema</i>	123
23.	Ad Hoc Committees Creation - Codification Project & Ejector Pump Policy <i>Report by General Manager, Barbara Buikema</i>	124

INFORMATION/DISCUSSION ITEMS

24.	Monthly Construction Update of Project #18-01 Electrical/Mechanical Rehab and Sludge Holding Tank Replacement – <i>Report by Plant Engineer, Patrick Treanor</i>	126
25.	September 30, 2022, Pebble Beach Community Services District Board Meeting	155

***" - indicates no board attachment or oral report.*

"e" - indicates a separate insert is enclosed.

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.

PBCSD Board Public Meeting Notice & Agenda – The next PBCSD meeting is scheduled for:
Friday, October 28, 2022, at 9:30 a.m. – Director Townsend is scheduled to attend.
Friday, December 9, 2022, at 9:30 a.m. – Director Siegfried is scheduled to attend.

November 2022 there is no scheduled meeting for PBCSD

Special Districts Association of Monterey County – The next SDA meeting is scheduled for:
Tuesday November 15, 2022, at 6:00 p.m. – Director Rachel is scheduled to attend.
Tuesday, January 17, 2023, at 6:00 p.m. – Director Townsend is scheduled to attend.

Reclamation Management Committee (RMC) Meeting – The next RMC meeting is scheduled for:
Tuesday, November 15, 2022, at 9:30 a.m. Directors Townsend and White are scheduled to attend.

27. **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 dealing with litigation, certain personnel matters, real property negotiations, or to confer with the District's Meyers-Milias-Brown representative.*

Public Employee Performance Evaluation

Pursuant to Government Code Section 54957.6 the Board will meet in closed session to consider a Personnel Matter: **General Manager Performance Evaluation**

28. **ADJOURNMENT**

*The next virtual Regular Meeting will be held at 9:00 a.m., Thursday, **November (TBD)/Proposed December 8th, 2022, or an alternate acceptable date.** 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.*