



# CARMEL AREA WASTEWATER DISTRICT REGULAR BOARD MEETING MINUTES

*Thursday, 9:00 a.m., July 29, 2021*

Teleconference Webinar

(See California Executive Order N-08-21)

---

**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 or District)  
Rachél Lather, District Engineer, CAWD  
Patrick Treanor, Plant Engineer, CAWD  
Ed Waggoner, Plant Superintendent, CAWD  
Chris Foley, Maintenance Superintendent, CAWD  
Karla Cristi, CMMS and Plant Admin, CAWD  
Kevin Young, Operations Supervisor, 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  
Rick Verbanec, Board Member of Pebble Beach Community Services District (PBCSD)  
Mike Niccum, General Manager, PBCSD  
Evan Currie, owner/operator from Currie Engineers

**1. Public Comments:**

There were no public comments.

**2. Agenda Changes:**

For item No. 28 on the Agenda there was an addition of an email that was received that pertained to the item, it is posted to our website here: <https://www.cawd.org/files/ca3477a3e/Public+Comment-David+Lyng+Real+Estate-Item+%2328+Agenda.pdf>.

**3. Employee Award:**

CAWD employee, Alex Quintero, was recognized by the Board for acquiring Collection System Maintenance Worker 1 certification from the California Water Environmental Association.

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

*Consists of routine items for which Board approval can be taken with a single motion and vote.*

### ***Board Action***

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

- 4.** June 24, 2021, Regular Board Meeting Minutes
- 5.** Bank Statement Review by Hayashi Wayland for June 2021
- 6.** Schedule of Cash Receipts & Disbursements for June 2021
- 7.** Register of Disbursements - Carmel Area Wastewater District for June 2021
- 8.** Register of Disbursements – CAWD/PBCSD Reclamation Project for June 2021
- 9.** Financial Statements and Supplementary Schedules for June 2021
- 10.** Collection System Superintendent's Report for April, March & June 2021
- 11.** Safety and Regulatory Compliance Report for June 2021
- 12.** Treatment Facility Operations Report for April, March & June 2021
- 13.** Laboratory/Environmental Compliance Report for June 2021
- 14.** Capital Projects Report/Implementation Plan
- 15.** Project Summaries
- 16.** Plant Operations Report for June 2021
- 17.** Maintenance Projects Report for June 2021
- 18.** Principal Engineer Monthly Report of General Engineering for June 2021

### **ACTION ITEMS BEFORE 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, Vote and Action.*

### **RESOLUTIONS**

- 19. Resolution No. 2021-37;** Report by Ed Waggoner

### ***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 2021-37, approving a capital expenditure for the CAWD/PBCSD Reclamation Project to purchase 160 microfiltration modules and provide technical support for installation from Scinor Water America, LLC in an amount not to exceed \$132,000.***

- 20. Resolution No. 2021-38;** Report by Chris Foley

### ***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 2021-38, authorizing the General Manager to enter into a contract with Mailey Electric for electrical services for Fiscal Year 2021-22 in an amount not to exceed \$141,000.***

- 21. Resolution No. 2021-39;** Report by Patrick Treanor

***Board Action***

***After discussion, a motion to approve the resolution was made by Director D'Ambrosio and seconded by Director Rachel. Following a Roll Call vote, the Board unanimously passed Resolution 2021-39, accepting the lowest responsible and responsive bid for the WWTP Elec/Mech Rehab and Sludge Holding Tank Replacement Project (Project #18-01), awarding the construction contract to Clark Bros, Inc. and authorizing a change order allowance.***

- 22. Resolution No. 2021-40;** Report by Patrick Treanor

***Board Action***

***After brief discussion, a motion to approve the resolution was made by Director Siegfried and seconded by President White. Following a Roll Call vote, the Board unanimously passed Resolution 2021-40, authorizing the General Manager to execute a Professional Services Agreement with Currie Engineers in an amount not to exceed \$549,122 for construction management services for the WWTP Elec/Mech Rehab and Sludge Holding Tank Replacement Project (Project #18-01).***

- 23. Resolution No. 2021-41;** Report by Patrick Treanor

***Board Action***

***After brief discussion, a motion to approve the resolution was made by Director Rachel and seconded by Director Siegfried. Following a Roll Call vote, the Board unanimously passed Resolution 2021-41, authorizing the General Manager to execute a Professional Services Agreement with Kennedy Jenks in an amount not to exceed \$700,801 for engineering services during construction for the WWTP Elec/Mech Rehab and Sludge Holding Tank Replacement Project (Project #18-01).***

- 24. Resolution No. 2021-42;** Report by Patrick Treanor

***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 2021-42, authorizing the General Manager to execute an amended contract with Johnson Marigot Consulting in an amount not to exceed \$40,000 to provide additional regulatory support for the CRFREE Mitigation Pipeline Undergrounding Project (Project #19-21).***

- 25. Resolution No. 2021-43;** Report by Patrick Treanor

***Board Action***

***After brief discussion, a motion to approve the resolution was made by Director Siegfried and seconded by Director Townsend. Following a Roll Call vote, the Board unanimously passed Resolution 2021-43, authorizing the General Manager to invite bids for the WWTP Eucalyptus Pruning Project (Project #21-01).***

**26. Resolution No. 2021-44;** Report by Daryl Lauer

***Board Action***

***After brief discussion, a motion to approve the resolution was made by Director Rachel and seconded by Director Siegfried. Following a Roll Call vote, the Board unanimously passed Resolution 2021-44, revising the fee for a plumbing permit and follow up inspection.***

**27. Resolution No. 2021-45;** Report by Rachél Lather

***Board Action***

***After brief discussion, a motion to approve the resolution was made by Director D'Ambrosio and seconded by Director Siegfried. Following a Roll Call vote, the Board unanimously passed Resolution 2021-45, authorizing the General Manager to amend a contract with MNS Engineers, Inc. to provide easement acquisition support and redesign services for the Upper Rancho Cañada Pipe Relocation Project #19-13.***

**28. Resolution No. 2021-46;** Report by Barbara Buikema

***Board Action***

***After discussion, a motion to approve the resolution was made by Director Rachel and seconded by Director D'Ambrosio. Following a Roll Call vote, the Board passed (with one vote of no) Resolution 2021-46, authorizing the General Manager to enter into a contract with Mahoney & Associates for real estate services in an amount not to exceed \$75,000.***

**COMMUNICATIONS**

**29. General Manager Report - oral report**

Barbara Buikema reported on the CRFREE project and the negotiation of a contract between the District and Monterey County in order to go forward with the District's portion of the CRFREE project.

**OTHER ITEMS BEFORE THE BOARD**

**30. Annual disclosure of reimbursements to Board members and employees of at least \$100 report and chart was presented by General Manager, Barbara Buikema. The Board unanimously voted to accept both.**

**31. Topics for the upcoming Fall 2021 CAWD Connections Newsletter were discussed.**

**INFORMATION/DISCUSSION ITEMS**

**32. PBCSD June 25, 2021, Board meeting report was given by General Manager, Barbara Buikema.**

**33. PG&E energy use history was given by Plant Engineer, Patrick Treanor.**

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

- Mike Niccum announced that the August PBCSD meeting will likely be cancelled.
- President White is scheduled to attend the July 30, 2021, PBCSD Board meeting and Director D'Ambrosio is scheduled to attend the August 27, 2021, PBCSD Board meeting.
- Director Siegfried is scheduled to attend the October 19, 2021, Special Districts Association of Monterey County meeting. Mr. Niccum noted that the speaker will be Congressman Panetta.
- President White and Director Townsend are scheduled to attend the Reclamation Management Committee meeting on November 9, 2021.


**35. 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.*

*The Board adjourned to closed session at 10:41 a.m. and convened in closed session at 10:56 a.m. The Board came out of closed session at 11:54 a.m. and Legal Counsel reported hereby that in the closed session the Board took up each of the items listed on the agenda for Performance Evaluations of the General Manager and Legal Counsel. The Board has completed and concluded both of those matters, and no reportable action was taken.*


**36. ADJOURNMENT**

*There being no further business to come before the Board, the President adjourned the meeting at 11:55 a.m. The next Regular Meeting will be held at 9:00 a.m., Thursday, August 26, 2021, or an alternate acceptable date, via teleconference webinar.*

**As Reported To:**

  
\_\_\_\_\_  
**Domine Barringer, Secretary to the Board**

**APPROVED:**

  
\_\_\_\_\_  
**Ken White, President**