



CARMEL AREA WASTEWATER DISTRICT
REGULAR BOARD MEETING MINUTES
Thursday, 9:00 a.m., November 18, 2021
Teleconference Webinar

CALL TO ORDER - ROLL CALL - The meeting was called to order at 9:02 a.m.

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

Absent: Director Townsend

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
Daryl Lauer, Collections Superintendent, CAWD
Kevin Young, Operations supervisor, CAWD
Domine Barringer, Administrative Assistant/Board Clerk, CAWD
Kristina Pacheco, Administrative Assistant/Board Clerk, CAWD
Karla Cristi, CMMS & Plant Administrator, CAWD
Rob Wellington, Wellington Law Offices, CAWD Legal Counsel
Leo Laska, Board Member of Pebble Beach Community Services District (PBCSD)
Mike Niccum, General Manager, PBCSD
Mark Stilwell, Restaurant/Hotel Owner in Carmel-by-the-Sea

1. Agenda Changes:

There was a change on page 4 of the agenda. The date for the Reclamation Management Committee Meeting is on February 8, **2022**, not 2021 as noted on the agenda.

2. Public Comments:

Mr. Stilwell publicly commented on fees charged on a parcel he owns and requested that the board review them to determine if any are reimbursable. Mr. Stilwell also commented on language that is used in Pretreatment Ordinance #2021-03.

Board Action

The Board came to a consensus to place the items of fees assessed and the language of the ordinance on the Agenda for next month's board meeting for discussion.

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, the board requested that an item be placed on an upcoming agenda to discuss/implement a policy for engaging with satellite entities for the reclamation and treatment of their wastewater.

A motion to receive and approve the consent agenda was then made by Director Siegfried and seconded by Director D'Ambrosio. After a Roll Call vote, the Board, with one absence, received and approved the following Consent Calendar/Agenda items:

- 3.** October 28, 2021, Regular Board Meeting Minutes
- 4.** Register of Disbursements - Carmel Area Wastewater District
- 5.** Register of Disbursements – CAWD/PBCSD Reclamation Project
- 6.** Collection System Superintendent's Report
- 7.** Safety and Regulatory Compliance Report
- 8.** Laboratory/Environmental Compliance Report
- 9.** Capital Projects Report/Implementation Plan
- 10.** Project Summaries
- 11.** Plant Operations Report
- 12.** Maintenance Projects Report
- 13.** Principal Engineer Monthly Report of General Engineering

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

- 14. Resolution No. 2021-61;** Report by 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, with one absence, passed Resolution 2021-61, adopting the CAWD/PBCSD Reclamation Project Audit for the year ending June 30, 2021.

A brief recess was called at 9:23 a.m. and the meeting was called back into session at 9:28 a.m. with Director Townsend in attendance.

- 15. Resolution No. 2021-62;** Report by Chris Foley

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 2021-62, authorizing a contract with Frisch Engineering for the Reclamation SCADA Migration Project #18-26 in an amount not to exceed \$139,080.

16. Resolution No. 2021-63; Report by Domine Barringer

Board Action

Director Rachel nominated Ken White to continue as President of the Board of Directors for CAWD, Director D'Ambrosio seconded the nomination, and all remaining directors approved the appointment with President White abstaining from the vote.

President White nominated Bob Siegfried to continue as President Pro Tem of the Board of Directors for CAWD, Director D'Ambrosio seconded the nomination, and all remaining directors approved the appointment with Director Siegfried abstaining from the vote.

A motion to approve Resolution 2021-63 was made by President White and seconded by Director Townsend. Following a Roll Call vote, the Board unanimously passed Resolution 2021-63, authorizing the above appointments and the appointments of Domine Barringer as Secretary and Kristina Pacheco as Secretary Pro Tem of the Board of Directors.

COMMUNICATIONS

17. General Manager Report - oral report

Barbara Buikema reported on the annual employee barbeque held on October 29th and expressed the gratitude from staff for the event. It was also reported that CAWD will have another COVID-19 vaccine booster clinic through the Visiting Nurses Association (VNA) on December 9th at the CAWD plant. In addition, the General Manager reported on the ability for the District to hold teleconference only meetings in accordance with Brown Act provisions during states of emergency. No action was taken for any of the items reported.

OTHER ITEMS BEFORE THE BOARD

18. Mode/Type of District Sexual Harassment Training– Report by Barbara Buikema

After discussion, the Board came to a consensus to have in-person training going forward.

19. November Update of the WWTP Elec/Mech Rehab and Sludge Holding Tank Replacement Project #18-01– Report by Patrick Treanor

Patrick Treanor presented his report on the project and discussed a change to the original construction plans that were necessary. Director Rachel moved for acceptance of the report and Director D'Ambrosio seconded the motion. After a roll call vote the report was accepted by the Board.

20. Summary of the October PBCSD Monthly Board Meeting – Report by Barbara Buikema

No additional discussion or action was taken on the written report.

21. General Manager Quarterly Progress – Report by Barbara Buikema

There was brief discussion regarding noise levels of current construction projects and neighboring properties around the plant.

INFORMATION/DISCUSSION ITEMS

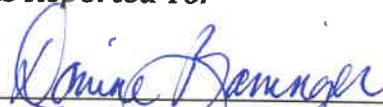
22. Announcements on subjects of interest to the Board made by members of the Board or Staff

- Director Siegfried had a few comments: 1) recognition of the District’s continued public participation on community water interest groups; 2) mention of a floating wastewater treatment plant in Amsterdam that may be of interest for the District’s managed retreat planning.
- There is no November PBCSD Board meeting and Director Townsend is scheduled for the December 10, 2021, meeting.
- Director Siegfried is scheduled for the January 18, 2022, meeting of the Special Districts Association (SDA) of Monterey County meeting but as discussed above he or other board members may not attend. Future attendance of the SDA meetings is an item for discussion on the next regular board meeting.
- President White and Director Townsend are scheduled to attend the Reclamation Management Committee meeting on February 8, 2021.

23. ADJOURNMENT

There being no further business to come before the Board, the President adjourned the meeting at 10:08 a.m. The next Regular Meeting will be held at 9:00 a.m., Thursday, December 30, 2021, or an alternate acceptable date, via teleconference webinar and in person.

As Reported To:



Domine Barringer, Secretary to the Board

APPROVED:



Ken White, President