



**CARMEL AREA WASTEWATER DISTRICT**  
**REGULAR BOARD MEETING MINUTES**  
*Thursday, 9:00 a.m., December 10, 2020*

Teleconference Webinar

(See California Executive Order N-29-20 during Covid-19 Pandemic)

---

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

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

**Absent:** None

**A quorum was present.**

**Others: Via Zoom**

Barbara Buikema, General Manager, Carmel Area Wastewater District (CAWD)

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

Domine Barringer, Administrative Assistant/Board Clerk, CAWD

Kristina Pacheco, Administrative Assistant/Board Clerk, CAWD

Rob Wellington, Wellington Law Offices, CAWD Legal Counsel

Dick Gebhart, Director, Pebble Beach Community Services District (PBCSD)

Mike Niccum, General Manager, PBCSD

Karen Ferlito, newly elected City Council member (Carmel-by-the-Sea)

Meghan Rasmussen, Owner of the restaurant Carmel Belle

**1. Public Comments:**

Karen Ferlito, City of Carmel-by-the-Sea Council member, gave a brief introduction of herself and her wish to work with CAWD during her tenure.

Meghan Rasmussen, owner of Carmel Belle, spoke about a letter that she submitted prior to the Board Meeting regarding item No.27 on the Agenda (COVID-19 Rate Relief Program). She reiterated support of a rate adjustment for businesses negatively impacted by the pandemic including her restaurant. If there is anything further she would like to add she will do so during the item's discussion later in the meeting.

**2. Agenda Changes:**

No Agenda Changes

## **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***

***A motion to receive and approve was made by Director Siegfried 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:***

- 3.** Regular Board Meeting Minutes of October 29, 2020  
and Pension Committee Meeting Minutes of November 2, 2020
- 4.** Bank Statement Review by Hayashi Wayland – October 2020
- 5.** Schedule of Cash Receipts & Disbursements – October 2020
- 6.** Register of Disbursements – Carmel Area Wastewater District – October 2020
- 7.** Register of Disbursements – CAWD/PBCSD Reclamation Project – October 2020
- 8.** Financial Statements and Supplementary Schedules – October 2020
- 9.** Collection System Superintendent’s Report – (2020 – October, September, August)
- 10.** Safety and Regulatory Compliance Report – October 2020
- 11.** Treatment Facility Operations Report – (2020 – October, September, August)
- 12.** Laboratory/Environmental Compliance Report – October 2020
- 13.** Capital Projects Report/Implementation Plan
- 14.** Project Summaries
- 15.** Plant Operations Report – October 2020
- 16.** Maintenance Projects Report – October 2020
- 17.** Principal Engineer Monthly Report General Engineering – October 2020

## **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**

### **18. Resolution No. 2020-70; Report by General Manager, Barbara Buikema**

#### ***Board Action***

***A motion to approve the resolution was made by Director D'Ambrosio and seconded by Director Townsend. Following a Roll Call vote, the Board unanimously passed Resolution 2020-70, adopting the CAWD/PBCSD Reclamation Project Audit for the fiscal year ending June 30, 2020.***

### **19. Resolution No. 2020-71; Report by Board Secretary, Domine Barringer**

#### ***Board Action***

***A motion to approve the appointment of the Board President and President Pro Tem was made by Director Townsend and seconded by Director Rachel. Following a Roll Call vote, the Board unanimously selected Ken White as President and Robert Siegfried as President Pro Tem of the Board of Carmel Area Wastewater District to a term of one year beginning December 10, 2020.***

***A motion to maintain status quo for the Secretary and Secretary Pro Tem was made by President White and seconded by Director Townsend. Following a Roll Call vote, the Board unanimously selected Domine Barringer as Secretary and Kristina Pacheco as Secretary Pro Tem of the Board of Carmel Area Wastewater District to a term of one year beginning December 10, 2020.***

***The above two motions passed Resolution No. 2020-71, unanimously.***

### **20. Resolution No. 2020-72; Report by Plant Engineer, Patrick Treanor**

#### ***Board Action***

***A motion to approve the resolution was made by President White and seconded by Director D'Ambrosio. Following a Roll Call vote, the Board unanimously passed Resolution 2020-72, authorizing the purchase of a chopper pump for the Influent Pump Station at a cost not to exceed \$38,000 including tax to address the high incidence of clogging and ragging at the pump station.***

***After extensive discussion, The Board also voted to have a separate article (the Pine Cone or Monterey Weekly) or mailer (mailed to all district users) created with a focus on the clogging of the influent pumps and the mainline sewer pipes caused by wipes that are flushed down toilets and not discarded in waste bins. CAWD and PBCSD will work together to develop the notification.***

- 21. Resolution No. 2020-73;** Report by Principal Engineer, Rachél Lather

***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 2020-73, amending the contract amount with Graniterock in an amount not to exceed \$23,139.82 for additional work completed during Wetland Basin Grading for the Hatton Canyon Pipeline Replacement Project #18-17.***

- 22. Resolution No. 2020-74;** Report by the Principal Engineer, Rachél Lather  
**Resolution No. 2020-75;** Report by the Principal Engineer, Rachél Lather

***Board Action***

***A motion to approve both resolutions was made by Director D'Ambrosio and seconded by Director Townsend. Following a Roll Call vote, the Board unanimously passed Resolution 2020-74, adopting an addendum to the Mitigated Negative Declaration and Resolution 2020-75, authorizing the General Manager to invite construction bids, for the Upper Rancho Canada Pipe Relocation Project #19-13.***

- 23. Resolution No. 2020-76;** Report by the Principal Engineer, Rachél Lather

***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 2020-76, authorizing a contract with PSOMAS to provide construction management and inspection services for the Upper Rancho Canada Pipe Relocation Project #19-13 in an amount not to exceed \$175,465.***

**OTHER ITEMS BEFORE THE BOARD**

- 24.** 2021 Committee Assignments, PBCSD Regular Board Meeting Attendance Assignments, and Conference Schedule for 2021 – Report by Board Secretary, Domine Barringer

***Board Action***

***A motion to maintain status quo for the 2021 Committee assignments and PBCSD Regular Board Meeting attendance assignments was made by President White and seconded by Director Townsend. The Board unanimously approved those assignments.***

- 25.** COVID-19 Rate Relief Program – Report by General Manager, Barbara Buikema

***Board Action***

**After extensive discussion, a motion was made by President White and seconded by Director Rachel. Following a Roll Call vote, the Board unanimously voted on having this program referred to the Budget Committee for further development.**

## COMMUNICATIONS

### 26. General Manager's Report - *oral report by Barbara Buikema*

This report is informational only, and no action was taken.

## INFORMATION/DISCUSSION ITEMS

\* These are informational only items, and no action was taken.

### 27. No update on the proposed Mr. Larsen sewer connection in Carmel Highlands as reported by Collections Superintendent, Daryl Lauer

### 28. PBCSD October 30, 2020 Board Meeting, report by General Manager, Barbara Buikema

### 29. Pension Committee Meeting of November 2, 2020, report by General Manager, Barbara Buikema

### 30. Monterey County Treasurer Report of September 30, 2020, report by General Manager, Barbara Buikema

### 31. NPDES permit violations, report by General Manager, Barbara Buikema & Superintendent of Operations, Ed Waggoner

### 32. General Manager Quarterly Progress Report - Report by General Manager, Barbara Buikema

In addition to her report, the General Manager was asked on the performance of CAWD's new employee, Alex Quintero. Both of his supervisors gave positive and complementary reports.

### 33. Letter from Meghan Rasmussen, Carmel Belle

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

- A Board member reported on meeting CAWD's contract electrician, Bryan Mailey
- Director Siegfried is scheduled to attend the December 11, 2020 PBCSA Board Meeting. Director Townsend is scheduled to attend the January 29, 2021 PBCSD Board Meeting.
- Director Townsend is scheduled to attend the Tuesday, January 19, 2021 Special Districts Association of Monterey County meeting.
- President White and Director Townsend are scheduled to attend the Reclamation Management Committee meeting on February 9, 2021.

- Rachél Lather, CAWD Principal Engineer, invited everyone to attend her swearing in as the new President of Soquel Creek Water District's Board of Directors. The ceremony is on December 15, 2020 at 6:30 p.m.

**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.*

- A.** Conference with Legal Counsel – Anticipated Litigation  
Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) Government Code section 54956.9 Two cases
- B.** Conference with Legal Counsel – Real Property Negotiator Pursuant to Government Code Section 54956.8  
Property: APN number 015-163-007  
Negotiating Party: County of Monterey  
Under Negotiations: All terms
- C.** Conference with Labor Negotiators – Pursuant to Government Code Section 54957.6  
Consider Request of Legal Counsel for Partial Revision of Contract (Re: Hourly Fee)

*The Board adjourned to closed session at 10:27 a.m. and after a brief recess the Board convened in closed session at 10:35 a.m. The Board came out of closed session at 12:00 p.m. and Legal Counsel reported hereby that in the closed session the Board took up each of the four listed agenda items – A) Anticipated, Potential Litigation – 2 cases; B) Conference with Legal Counsel/Real Property Negotiator (Russel J. Austin, Esq.); and C) Conference with Labor Negotiators (the Board of Directors). As to each matter, information was provided to the board and discussion followed; regarding each matter no reportable action was taken.*

**36. ADJOURNMENT**

*There being no further business to come before the Board, the President adjourned the meeting at 12:01 p.m. The next Regular Meeting will be held at 9:00 a.m., Thursday, January 28, 2021, or an alternate acceptable date, via teleconference webinar. The teleconference webinar is hosted through Zoom and you may receive access by visiting our website, [www.cawd.org](http://www.cawd.org), calling the District office at 831-624-1248 or via email at [downstream@kawd.org](mailto:downstream@kawd.org).*

**As Reported To:**

  
 Domine Barringer, Secretary to the Board

**APPROVED:**

  
 Ken White, President