



**CARMEL AREA WASTEWATER DISTRICT (CAWD)  
BOARD OF DIRECTORS SPECIAL MEETING  
MINUTES**

*July 20, 2022, Wednesday, 8:30 a.m.*

**Via teleconference webinar and in person**

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**CALL TO ORDER - ROLL CALL:** The meeting was called to order at 9:01 a.m.

**Present:** President Ken White  
President Pro Tem Bob Siegfried  
Director Michael Rachel  
Director Greg D'Ambrosio  
Barbara Buikema, General Manager  
Rachél Lather, Principal Engineer, CAWD  
Patrick Treanor, Principal Plant Engineer  
Ed Waggoner, Plant Superintendent, CAWD  
Chris Foley, Maintenance Superintendent, CAWD  
Daryl Lauer, Collections Superintendent, CAWD  
Domine Barringer, Board Secretary, CAWD  
Mike Niccum, General Manager, PBCSD  
Rob Wellington, Wellington Law Offices, CAWD Legal Counsel  
Catherine Hambley, Ph.D., Brain-Based Strategies, Facilitator

**Absent:** Charlotte Townsend

**A quorum was present.**

**Appearances/Public Comments:**

1. **Public Comments:** No public comments

**AGENDA ITEMS:**


Information/Discussion Items:

1. Consensus with board for staff to do a staff analysis internally. Director Siegfried suggested that the Responsibility Matrix be developed internally.
2. Consensus of the board to bring the request to the Salary and Benefits Committee with a cost rational for the approval of a full time equivalent employee hired for automation and application support. President White would like this individual to be cross trained in other areas.
3. Board consensus for staff to do a Six Sigma analysis to show the benefit of hiring a new staff member
4. Superintendent Lauer will work with a team to present a package to the General Manager on employee recognition milestones
5. Board Consensus to bring the request to have the General Manager's signing authority increase from \$35K to \$50K be brought before the full board for a final discussion


6. The board agreed to move the request to provide financial support to constituents to connect to the District into a Committee Level meeting.
7. The Board agreed that it is important for the Directors to attend conferences with staff
8. Board agreed to investigating options of alternative clean energy and having Superintendent Ed Waggoner to provide the information he has regarding wind power.
9. Board consensus that the budget description and possible delay of using electric vehicles may need to be changed.
10. Board consensus to have research done and engage a marketing consultant to prepare a 3 to 4 minute video presentation on the benefits of repairing the bridge and managing the social media aspect of the project. The estimated cost is approximately \$3K to \$4K.
11. Director Siegfried requested that the board consider doing a virtual plant tour and send to schools and post on the District website. The board consensus was to move forward on finding out the costs of creating the video and to do this project in the FY23-24 budget.
12. The board requested that the General Manager obtain the California Water Environment Association metrics regarding "How To Win The Plant Of the Year Award.
13. The board also requested that the General Manager to look into the costs of expanding the sewer analysis to include the flu virus.

**ADJOURNMENT:** *There being no further business to come before the Committee, the meeting concluded at 1:33 p.m. The next Regular Board Meeting will be held at 9:00 a.m., Thursday, July 28, 2022, or an alternate acceptable date, via teleconference webinar. The teleconference webinar is hosted through Zoom and you may receive access by visiting our website homepage, [www.cawd.org](http://www.cawd.org), calling the District office at 831-624-1248 or via email at [downstream@cawd.org](mailto:downstream@cawd.org).*

*As Reported To*

  
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*Domine Barringer, Board Secretary*

**PPROVED:**

  
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*Ken White, President*