



CARMEL AREA WASTEWATER DISTRICT BOARD OF DIRECTORS REGULAR MEETING

3945 Rio Road, Carmel, CA 93923 Ph (831) 624-1248
Thursday, 9:00a.m., September 26, 2019

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. Note: If you believe you possess any disability that would require special accommodations in order to attend this meeting, please call Carmel Area Wastewater District at 624-1248.

2. *Agenda Changes:* Any requests to move an item forward on the agenda will be considered at this time.

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.

"" - indicates no board attachment or oral report

"e" - indicates a separate insert is enclosed

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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.

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| 3. Approve Regular Board Meeting Minutes on August 29,2019 | 002 |
| 4. Receive and Accept Bank Statement Review by Hayashi Wayland – August 2019
<i>(Not received at time of Board packet build) Received on 9.24.19 inserted into Revised Board Packet on-line and inserted at meeting on 9.26.19</i> | 010 |
| 5. Receive and Accept Schedule of Cash Receipts and Disbursements – August 2019 | 012 |
| 6. Approve Register of Disbursements - Carmel Area Wastewater District – August 2019 | 015 |
| 7. Approve Register of Disbursements – CAWD/PBCSD Reclamation Project – August 2019 | 018 |
| 8. Receive and Accept Financial Statements and Supplementary Schedules – August 2019 | 019 |
| 9. Receive and Accept Collection System Superintendent’s Report
June, July & August 2019 | 042 |
| 10. Receive and Accept Safety And Regulatory Compliance Report – August 2019 | 045 |
| 11. Receive and Accept Treatment Facility Operations Report –
August, July & June 2019 <i>(all data not available -amended report to be issued next month)</i> | 049 |
| 12. Receive and Accept Laboratory/Environmental Compliance Report – August 2019 | 055 |
| 13. Receive and Accept Capital Projects Report/Implementation Plan – August 2019 | 057 |
| 14. Receive and Accept Plant Operations Report – August 2019 | 059 |
| 15. Receive and Accept Maintenance Projects Report – August 2019 | 062 |
| 16. Receive Principal Engineer Monthly Report General Engineering – August 2019 | 065 |

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RESOLUTIONS

- 17. Resolution No. 2019-46;** A Resolution Authorizing The General Manager To Enter Into A Contract With Kennedy Jenks Consultants, Inc. To Provide Engineering Design Services In The Amount Of \$110,407 For The Rio Road CIPP Lining Project – *Report by Principal Engineer, Rachél Lather* 068
- 18. Resolution No. 2019-47;** A Resolution Authorizing The General Manager And Members Of The Salary/Benefits Committee On Behalf Of The Board To Sign The 2019-2021 Contract Negotiating Ground Rules – *Report by General Manager, Barbara Buikema* 086
- 19. Resolution No. 2019-48;** A Resolution Accepting The Lowest Responsible Bid For The “Digester No. 1 Dewatering And Cleaning” And Awarding A Contract And Amending The Budget In An Amount Not To Exceed \$132,250 – *Report by Plant Engineer, Patrick Treanor* 095
- 20. Resolution No. 2019-49;** A Resolution Authorizing Inviting Bids For “Sewage Lift Station Control Panel Upgrades – Equipment Installation” – *Report by Maintenance Superintendent, Chris Foley* 100
- 21. Resolution No. 2019-50;** A Resolution Authorizing Inviting Bids For “Treatment Plant Fence Replacement Project – *Report by Maintenance Superintendent, Chris Foley* 103

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OTHER ITEMS BEFORE THE BOARD

INFORMATION/DISCUSSION ITEMS

- 22. PBCSD 08-30-19 Regular Board Meeting – Cancelled, No Report Due**
Informational Only – No Action Required

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STAFF & BOARD MEMBER REPORTS

Staff Reports include items for which verbal reports/presentation will be provided. If a specific presentation is planned, it will be listed and summary information may be included with the Agenda. Brief oral reports may be provided for items arising after the Agenda preparation. The Board may wish to ask questions or discuss a staff report, but no action is appropriate other than referral to staff, or request that a matter be set as a future Agenda Item.

COMMUNICATIONS

23. General Manager's Report *

- Harassment Training – October 31, 2019 at 10:00 am
- General Manager's Vacation – October 13-26, 2019

24. 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 meetings are scheduled for:
Friday, September 27, 2019 at 9:30 a.m. *President White is scheduled to attend.*
Friday, October 25, 2019 at 9:30 a.m. *Director D'Ambrosio is scheduled to attend.*

Special Districts Association of Monterey County – The next SDA meeting is scheduled for:
Tuesday, October 15, 2019 at 6:00 pm. *Director Townsend is scheduled to attend.*

Reclamation Management Committee Meeting – The next RMC meeting is scheduled for:
Wednesday, November 6, 2019 at 9:30 a.m. *Director Townsend and Director White are scheduled to attend.*

25. 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**

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26. ADJOURNMENT

*The next Regular Meeting will be held at 9:00 a.m., Thursday, **October 31, 2019** or an alternate acceptable date, in the Board Room of the District Office, 3945 Rio Road, Carmel, CA 93923.*

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.