



CARMEL AREA WASTEWATER DISTRICT
REGULAR BOARD MEETING MINUTES
Thursday, 9:00 a.m., May 26, 2022
Via Teleconference Webinar

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

Present: Directors: Greg D'Ambrosio, Mike Rachel, Charlotte Townsend and President Ken White, President Pro-Tem Robert Siegfried

Absent: None

A quorum was present.

Others: Barbara Buikema, General Manager, Carmel Area Wastewater District (CAWD or District)
Patrick Treanor, Plant Engineer, CAWD
Ed Waggoner, Plant Superintendent, CAWD
Kevin Young, Operations Supervisor, CAWD
Chris Foley, Maintenance Superintendent, CAWD
Daryl Lauer, Collections Superintendent, CAWD
Domine Barringer, Board Secretary, CAWD
Kristina Pacheco, Board Secretary Pro-Tem, CAWD
Robert Wellington, Wellington Law Offices, CAWD Legal Counsel
Richard Verbanec, Board Member of Pebble Beach Community Services District (PBCSD)
Mike Niccum, General Manager, PBCSD

1. **Public Comments:** No public comments
2. **Agenda Changes:** Addition of the Financial Report from Hastie Financial Group for Agenda Item No. 26.

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

A motion to receive and approve the consent agenda 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:

3. Regular Board Meeting Minutes of April 28, 2022; and the Pension Committee Meeting Minutes of May 17, 2022.
4. Bank Statement Review by Hayashi & Wayland
5. Schedule of Cash Receipts & Disbursements
6. Register of Disbursements - Carmel Area Wastewater District
7. Register of Disbursements - CAWD/PBCSD Reclamation Project

8. Financial Statements and Supplementary Schedules
9. Collection System Superintendent's Report
10. Safety and Regulatory Compliance Report
11. Treatment Facility Operations Report
12. Laboratory/Environmental Compliance Report
13. Capital and Non-Capital Projects Report/Implementation Plan
14. Project Summaries
15. Plant Operations Report
16. Maintenance Projects Report

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

17. **Resolution No. 2022-15;** Report by Patrick Treanor

Board Action

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 2022-15, authorizing the General Manager to contract with Greeley and Hansen for \$251,705.09 for assistance with WWTP relocation alternatives planning for the Long-Term Sea Level Rise Mitigation Planning Project #22-01.

18. **Resolution No. 2022-24;** Report by Barbara Buikema

Board Action

A motion to approve the resolution was made by Director Rachel and seconded by President White. Following a Roll Call vote, the Board unanimously passed Resolution 2022-24, proclaiming a local emergency, ratifying the Proclamation of a State of Emergency by Governor's Order #N-25-20, and authorizing remote teleconference meetings of the legislative bodies of CAWD for the period of June 1, 2022, through June 30, 2022.

19. **Resolution No. 2022-25;** 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 unanimously passed Resolution 2022-25, adopting the CAWD/PBCSD Fiscal Year 2022-23 Reclamation Project Budget.

20. Resolution No. 2022-26; Report by Barbara Buikema

Board Action

A motion to approve the resolution was made by Director D'Ambrosio and seconded by President White. Following a Roll Call vote, the Board unanimously passed Resolution 2022-26, specifying the District sewer connection and annexation fees as adopted by Ordinance No. 85-2, beginning June 1, 2022.

COMMUNICATIONS

21. General Manager Report - oral report

The report included an update on the District's Six Sigma case study regarding Source Control and grease in lateral lines for food service establishments (FSE). The Board requested that the General Manager/staff and District Counsel, Rob Wellington, establish a protocol and a process of enforcement for inspections and action that is required of FSE's.

INFORMATION/DISCUSSION ITEMS

22. May update of the WWTP Elec/Mech Rehab and Sludge Holding Tank Replacement Project #18-01- Report by Patrick Treanor

This report is for information only and no action was taken.

23. Summary of the April 29, 2022, PBCSD Board Meeting – Report by Barbara Buikema

This report is for information only and no action was taken.

24. Summary of the May 10, 2022, Reclamation Management Committee Meeting- Report by Barbara Buikema

This report is for information only and no action was taken.

OTHER ITEMS

25. Summary of the Monterey County Treasurer's Report – Report by Barbara Buikema

Board Action

A motion to accept the report was made by Director Siegfried and seconded by President White and unanimously accepted by the Board.

26. Summary Report of the May 17, 2022, Pension Committee Meeting – Report by Barbara Buikema

Board Action

The Board requested that the General Manager and staff complete a review of the District's bond holdings going back to the beginning of Alan Greenspan's tenure as Chair of the Federal Reserve (1987). The review would be used to determine if the District's bond holdings are stable as thought due to recent inflation and fluctuating values over time. The review will also help determine if the Pension Committee needs to evaluate, discuss and/or change the District's current bond holdings. All board members agreed to move forward with the review.


After the discussion, a motion to accept the summary report given by Barbara Buikema was made by Director Siegfried and seconded by Director Townsend and unanimously accepted by the Board.

27. Announcements on subjects of interest to the Board made by members of the Board or Staff
- Director Townsend is scheduled to attend the May 27, 2022, PBCSD Regular Board meeting and President White is scheduled to attend the June 24, 2022, meeting.
 - Director Rachel is scheduled to attend the July 19, 2022, meeting of the Special Districts Association (SDA) of Monterey County.
 - President White and Director Townsend are scheduled to attend the Reclamation Management Committee meeting on November 8, 2022.
 - Director Siegfried mentioned an application (app) from Facebook called "NeuralProphet" which may be useful for the District to use. Staff will follow up on this app and its properties.
 - Director Siegfried also mentioned a new process used to create hydrogen from methane created by Levidian Nanosystems Limited.

28. ADJOURNMENT


There being no further business to come before the Board, the President adjourned the meeting at 10:10 a.m. The next Regular Meeting will be held at 9:00 a.m., Thursday, June 30, 2022, or an alternate acceptable date, via teleconference webinar.

As Reported To:



Domine Barringer, Secretary to the Board

APPROVED:



Ken White, President