



CARMEL AREA WASTEWATER DISTRICT
REGULAR BOARD MEETING MINUTES
Thursday, 9:00 a.m., March 25, 2021

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 9:02 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
Barry Blevins, Collections Worker III, CAWD
Domine Barringer, Administrative Assistant/Board Clerk, CAWD
Kristina Pacheco, Administrative Assistant/Board Clerk, CAWD
Rob Wellington, Wellington Law Offices, CAWD Legal Counsel
Jeffery Froke, Director, Pebble Beach Community Services District (PBCSD)
Nick Becker, District Engineer, PBCSD

1. Public Comments:

No Public Comment

2. Agenda Changes:

Agenda changes were announced at the end of the meeting, just before adjournment as follows:

- Item #18 of the Agenda at page 91; LAFCO hearing is set for March 22, 2021 & protest hearing is set for April 26, 2021.

3. Ordinance No. 2021-01 Presentation:

OPEN PUBLIC HEARING AT 9:03 a.m.

Extensive discussion between Board members and staff followed the verbal presentation given by Principal Engineer, Rachél Lather. The Board approved the moving of action on this Ordinance until later in the meeting upon clarification of the legal minimum vote requirement (2/3rd vote vs. majority vote) for this Ordinance.

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

After brief discussion, a motion to receive and approve was made by Director Siegfried and seconded by Director D'Ambrosio. After a Roll Call vote, the Board unanimously received and approved the Meeting Minutes and the following Consent Calendar/Agenda items:

- 4.** February 25, 2021 Regular Board Meeting Minutes & March 8, 2021 Budget Committee Meeting Minutes
- 5.** Bank Statement Review by Hayashi Wayland for February 2021-(report was not attached)
- 6.** Schedule of Cash Receipts & Disbursements for February 2021
- 7.** Register of Disbursements - Carmel Area Wastewater District for February 2021
- 8.** Register of Disbursements – CAWD/PBCSD Reclamation Project for February 2021
- 9.** Financial Statements and Supplementary Schedules for February 2021
- 10.** Collection System Superintendent's Report for February, January 2021 & December 2020
- 11.** Safety and Regulatory Compliance Report for February 2021
- 12.** Treatment Facility Operations Report for February, January 2021 & December 2020
- 13.** Laboratory/Environmental Compliance Report for February 2021
- 14.** Capital Projects Report/Implementation Plan
- 15.** Project Summaries
- 16.** Plant Operations Report for February 2021
- 17.** Maintenance Projects Report for February 2021
- 18.** Principal Engineer Monthly Report General Engineering for February 2021

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

- 19. Resolution No. 2021-13;** Report by Principal Engineer, Rachél Lather

Board Action

After discussion, a motion to approve the resolution was made by President White and seconded by Director Rachel. Following a Roll Call vote, the Board passed Resolution 2021-13 (with a 4 to 1 vote), authorizing the General Manager to contract with SRT Consultants to provide design services for the Bay/Scenic Pump Station Rehabilitation Project #20-07 for \$291,890.

20. Resolution No. 2021-14; Report by Plant Engineer, Patrick Treanor

Board Action

A motion to approve the resolution was made by Director Rachel and seconded by Director Siegfried. Following a Roll Call vote, the Board unanimously passed Resolution 2021-14, authorizing the General Manager to execute an amended contract with Johnson Marigot Consulting in an amount not to exceed \$59,800 to provide additional regulatory support services for the "CRFREE Mitigation Pipeline Undergrounding Project" #19-21.

21. Resolution No. 2021-09; Report by Principal Engineer, Rachél Lather

Board Action

A motion to approve the resolution was made by Director Siegfried and seconded by Director D'Ambrosio. Following a Roll Call vote, the Board unanimously passed Resolution 2021-09, accepting the lowest responsive and responsible bid for the "Upper Rancho Cañada Pipe Relocation Project #19-13" and awarding a contract for \$1,069,069, contingent upon obtaining construction easements for the project by April 23rd, 2021.

OTHER ITEMS BEFORE THE BOARD

22. CAWD FY 2021-22 Preliminary Budget; Report by General Manager, Barbara Buikema
Board Action

Board Action

A motion to approve the Budget was made by Director Townsend and seconded by Director Rachel. Following a Roll Call vote, the Board unanimously accepted the FY 2021-22 Budget.

23. CAWD FY 2021-22 Preliminary Rate Model; Report by General Manager, Barbara Buikema

Board Action

A motion to approve the Rate Model was made by Director Rachel and seconded by President White. Following a Roll Call vote, the Board unanimously accepted the FY 2021-22 Rate Model.

24. Engagement of a Real Estate Professional; Report by General Manager, Barbara Buikema

Board Action

The Board agreed to table this issue until the April regular Board meeting for more research to be collected.

COMMUNICATIONS

25. General Manager Report - oral report
 - A. Summary of the Carmel Lagoon community meeting of March 11, 2021.
 - B. Summary of the COVID-19 vaccine clinic on March 23, 2021 held at the District plant.

INFORMATION/DISCUSSION ITEMS

26. PBCSD February 26, 2020 Board Meeting – Report by General Manager, Barbara Buikema Announced that the PBCSD March 26, 2021 Board meeting is cancelled.
27. Software License listing for the District – Report by Maintenance Superintendent, Chris Foley
28. Newsletter draft review – Report by General Manager, Barbara Buikema

Board Action

After extensive discussion, a motion to approve the draft newsletter was made by Director D'Ambrosio and seconded by Director Townsend. Following a Roll Call vote, the Board unanimously approved the draft newsletter.

29. Announcements on subjects of interest to the Board made by members of the Board or Staff
 - Director Rachel announced he has a new panel member position as an advisor for the Monterey Peninsula Water Management District's Ordinance 152 Citizens Oversight Panel.
 - Director D'Ambrosio was scheduled to attend the March 26, 2021 PBCSD Board Meeting which has been cancelled.
Director Rachel is scheduled to attend the April 30, 2021, PBCSD Board meeting.
 - Director Townsend is scheduled to attend the April 20, 2021 Special Districts Association of Monterey County meeting.
 - President White and Director Townsend are scheduled to attend the Reclamation Management Committee meeting on May 11, 2021.

30. Return to Ordinance No. 2021-01:

District Counsel, Rob Wellington, provided clarification of the voting requirements for the Ordinance. Counsel advised that this Ordinance is a Proposition 218 matter and therefore is governed by the provisions set by that proposition of a 2/3rds voting requirement. Counsel also thoroughly described the errata sheet (list of errors of a printed document) that was suggested to be made to the supplemental policy document. The list was provided by District Counsel and counsel for the Carmel Valley Manor of which is currently tied to this Ordinance in order to continue and move forward with their process of connecting to the District sewer system.

CLOSE PUBLIC HEARING AT 10:54 a.m.

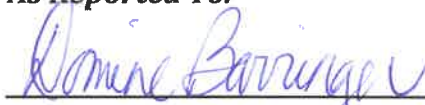
Board Action

A motion to approve the ordinance was made by Director Siegfried and seconded by Director D'Ambrosio. Following a Roll Call vote, the Board passed Ordinance 2021-01 (with a 4-0-1 vote with one abstention from Director Townsend), implementing regulations governing reimbursement for required sewer capacity exceeding the needs attributable to a project.

31. ADJOURNMENT

There being no further business to come before the Board, the President adjourned the meeting at 10:55 a.m. The next Regular Meeting will be held at 9:00 a.m., Thursday, April 29, 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, calling the District office at 831-624-1248 or via email at downstream@caud.org.

As Reported To:



Domine Barringer, Secretary to the Board

APPROVED:



Ken White, President