



CARMEL AREA WASTEWATER DISTRICT REGULAR BOARD MEETING MINUTES

Thursday, 9:00 a.m., September 29, 2022

Via Teleconference Webinar & In Person with Proof of Vaccination

CALL TO ORDER - ROLL CALL - The meeting was called to order at 9:07 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)
Rachél Lather, Principal Engineer, CAWD
Patrick Treanor, Plant Engineer, CAWD
Ed Waggoner, Plant Superintendent, CAWD
Kevin Young, Operations Supervisor, CAWD
Rhommel Lopes, Operator in Training, CAWD
Chris Foley, Maintenance Superintendent, CAWD
Daryl Lauer, Superintendent of Collections, CAWD
Domine Barringer, Board Secretary, CAWD
Robert Wellington, Wellington Law Offices, CAWD Legal Counsel
Leo Laska, Vice President of the Board Pebble Beach Community Services District (PBCSD)
Mike Niccum, General Manager, PBCSD
Nick Becker, Deputy General Manager-District Engineer, PBCSD

Pescadero Road Group:

Don Ryan, resident
Michael Lang, resident
Nicholas De Luca, resident
Jim Burnis, resident
Billie Oberg, resident
Jessica Raymond, resident
Doug Armey, resident

Corona Road Group:

Lillian Hull, resident
Kate Daniels, resident

Carmel Valley Manor (CVM) Group:

Jay Zimmer, President of CVM
John Haupt, Director of Capital Planning, CVM
Christine Kemp, Attorney - Noland, Hamerly, Etienne & Hoss, Representing CVM
Stephen Pearson, Attorney - Noland, Hamerly, Etienne & Hoss, Representing CVM
Cody Phillips, Attorney - Anthony Lombardo & Associates, Inc., Representing Quail Lodge & the Wolters Property

Others:

Troy Larson

1. **Agenda Changes:** Moved Agenda Items No. 21, 22, 23, 26, 27 & 28 to before the Consent Calendar or Item No. 5 of the Agenda for accommodation of public participants.

2. **Public Comment and Moved Agenda Items:**

Re: Item No. 26 of the Agenda – A summary of a letter sent to the Board from Michael Littman requesting the District prefund/lend the Yankee Point/Otter Cove Project was given by the General Manager. The Board chose to take no action on Mr. Littman’s request at this time.

Re: Item No. 27 of the Agenda – Various online and in-person participants spoke about the proposed Pescadero Pipe Relocation Project, in support of “Plan A” from the 2016 MNS Engineers Inc. Draft Preliminary Engineering Report for completion of the Pescadero Pipe Relocation Project.

Re: Item No. 23 of the Agenda – Online participant, Lillian Hull, spoke in support of moving forward with the Corona Road Project and contracting with Denise Duffy & Associates to assist prior to a March 1, 2023, grant deadline for funding of the project.

Re: Item No. 28 of the Agenda: A summary of a letter sent to the Board from Chris Mack requesting a refund for the cost of an overflow at his property and to install a backwater valve on his personal sewer lateral was given by the General Manager.

Board Action

A motion to ratify staff’s recommendation of reimbursing the plumbing contractor fee for the overflow in the amount of \$420 and deny the reimbursement of the installation of a backwater valve was made by Director D’Ambrosio and seconded by Director Siegfried. After a Roll Call vote, the Board unanimously approved the ratification.

Re: Item No. 23 of the Agenda: **Resolution No. 2022-62:** Report by Rachél Lather

Board Action

After brief discussion, 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 2022-62, authorizing the General Manager to contract with Denise Duffy & Associates to provide environmental documents and permits for the Corona Road Project #18-21, prior to the March 1, 2023, grant deadline so the residents can move forward with acquiring a Septic to Sewer State Revolving Fund Grant & Loan.

Re: Item No. 21 of the Agenda: **Resolution No. 2022-59:** Report by Rachél Lather

Board Action

After brief discussion, a motion to approve the resolution was made by Director Rachel and seconded by Director Townsend. Following a Roll Call vote, the Board unanimously passed Resolution 2022-59, adopting an addendum to the Mitigated Negative Declaration for the Carmel Valley Manor Sewer Extension Project #19-08.

Re: Item No. 22 of the Agenda: **Resolution No. 2022-60:** Report by Rachél Lather

Board Action

After brief discussion, a motion to approve the resolution was made by Director D'Ambrosio and seconded by President White. Following a Roll Call vote, the Board, with Director Townsend abstaining, passed Resolution 2022-60 as amended, approving the Carmel Valley Manor Sewer Extension Project access pump lot and pipeline installation agreement with Northern California Congregational Retirement Homes, Inc. DBA Carmel Valley Manor.

Re: Item No. 22 of the Agenda: **Resolution No. 2022-61:** Report by Rachél Lather

Board Action

After brief discussion, a motion to approve the resolution was made by Director Siegfried and seconded by Director Rachel. Following a Roll Call vote, the Board, with Director Townsend abstaining, passed Resolution 2022-61 as amended, approving the Carmel Valley Manor Sewer Extension Project access pump lot and pipeline easement agreement for sewer improvements.

3. Employee Introduction:

Ed Waggoner, District Plant Superintendent, introduced the District's newest employee, Rhommel Lopez, in the position of Operator in Training.

ADMINISTER CEREMONIAL OATH OF OFFICE

4. Appointed to the Office of Carmel Area Waste Water District Board of Directors for a Term of Four Years (2022-2026) accompanied with an Oath of Office for:

- Ken White
- Michael Rachel

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

Item No. 5 of the Agenda and Consent Calendar was pulled for discussion, and it was decided to amend the Minutes with a language change.

A motion to receive and approve the consent agenda, with amended Minutes from Item No. 5, was made by Director Siegfried and seconded by Director D'Ambrosio. After a Roll Call vote, the Board unanimously received and approved the following Consent Calendar/Agenda items:

- 5.** Regular Board Meeting Minutes of August 25, 2022, as amended; and the Pension Committee Meeting Minutes of September 22, 2022.
- 6.** Bank Statement Review by Hayashi & Wayland

7. Schedule of Cash Receipts & Disbursements
8. Register of Disbursements - Carmel Area Wastewater District
9. Register of Disbursements – CAWD/PBCSD Reclamation Project
10. Financial Statements and Supplementary Schedules
11. Collection System Superintendent’s Report
12. Safety and Regulatory Compliance Report
13. Treatment Facility Operations Report
14. Laboratory/Environmental Compliance Report
15. Capital and Non-Capital Projects Report/Implementation Plan
16. Project Summaries
17. Plant Operations Report
18. Maintenance Projects Report
19. District Engineer’s 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

20. **Resolution No. 2022-58;** Report by Barbara Buikema

Board Action

A motion to approve the resolution was made by Director Siegfried and seconded by President White. Following a Roll Call vote, the Board, with Director Townsend abstaining, passed Resolution 2022-58, 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 body of CAWD for the period of September 30, 2022, through October 30, 2022.

21. **Resolution No. 2022-63;** Report by Patrick Treanor

Board Action

After brief discussion, a motion to approve the resolution was made by Director D’Ambrosio and seconded by Director Rachel. Following a Roll Call vote, the Board unanimously passed Resolution 2022-63, authorizing engineering services for the Reclamation Microfiltration/Reverse Osmosis and Tertiary System 15-Year Capital Improvement Program Master Plan for \$281, 981.

COMMUNICATIONS

22. General Manager Report - oral report

The report included an invitation to the District’s annual barbecue to be held on October 7th at 11:30 at the District’s plant; the mention of an upcoming agenda item for the upcoming PBCSD Board Meeting to discuss the District’s contract with them; the construction project at the Plant had an unforeseen delay but that has been rectified.

INFORMATION/DISCUSSION ITEMS

- 23.** September 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.

- 24.** Dashboard Metric – Report by Barbara Buikema

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

- 25.** Announcements on subjects of interest to the Board made by members of the Board or Staff

- Director Siegfried is scheduled to attend the September 30, 2022, PBCSD Regular Board meeting and Director Townsend is scheduled to attend the October 28, 2022, meeting.
- Director Rachel is scheduled to attend the October 18, 2022, meeting of the Special Districts Association (SDA) of Monterey County meeting and Director Townsend is scheduled to attend the January 17, 2023, meeting.
- President White and Director Townsend are scheduled to attend the Reclamation Management Committee meeting on November 15, 2022.

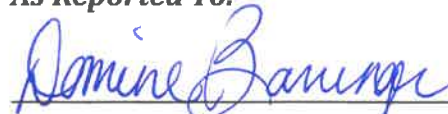
- 26. CLOSED SESSION:** *As permitted by Government Code Section 54956 et seq., the Board of Directors may adjourn to a Closed Session to consider specific matters dealing with litigation, certain personnel matters, real property negotiations, or to confer with the District’s Meyers-Milias-Brown representative.*

The Board adjourned to closed session at 11:25 a.m. and convened in closed session at 12:27 p.m. The Board came out of closed session at 12:28 p.m. and Legal Counsel reported hereby that in the closed session the Board took up the agenda items (Performance Evaluations). As to the matters, information was provided to the Board, discussion followed, and no reportable action was taken.

27. ADJOURNMENT

There being no further business to come before the Board, the President adjourned the meeting at 12:28 p.m. The next Regular Meeting will be held at 9:00 a.m., Thursday, October 27, 2022, or an alternate acceptable date, via teleconference webinar.

As Reported To:



Domine Barringer, Secretary to the Board

APPROVED:



Ken White, President