



CARMEL AREA WASTEWATER DISTRICT REGULAR BOARD MEETING MINUTES

Thursday, 9:00 a.m., October 28, 2021

Teleconference Webinar

(See California Executive Order N-15-21)

CALL TO ORDER - ROLL CALL - The meeting was called to order at 9:00 a.m.

Present: Directors: Robert Siegfried, Charlotte Townsend, Michael Rachel, and President Ken White

Absent: Director D'Ambrosio

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
Daryl Lauer, Collections Superintendent, CAWD
Domine Barringer, Administrative Assistant/Board Clerk, CAWD
Kristina Pacheco, Administrative Assistant/Board Clerk, CAWD
Karla Cristi, CMMS & Plant Administrator, CAWD
Rob Wellington, Wellington Law Offices, CAWD Legal Counsel
Richard Gebhart, Board Member of Pebble Beach Community Services District (PBCSD)
Mike Niccum, General Manager, PBCSD

1. Public Comments:

There were no public comments.

2. Agenda Changes:

There were no agenda changes.

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

After extensive discussion, a motion to receive and approve was made by Director Siegfried and seconded by Director Townsend. After a Roll Call vote, the Board, with one absence, received and approved the following Consent Calendar/Agenda items:

- 3.** September 28, 2021, Regular Board Meeting Minutes
- 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 Projects Report/Implementation Plan
14. Project Summaries
15. Plant Operations Report
16. Maintenance Projects Report
17. Principal Engineer Monthly Report of General Engineering

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

18. **Resolution No. 2021-57;** Report by Rachél Lather

Board Action

After extensive discussion, a motion to approve the resolution was made by President White and seconded by Director Siegfried. Following a Roll Call vote, the Board, with one absence, passed Resolution 2021-57, authorizing an amendment to the annexation services contract with SRT Consultants, Inc. for \$29,700 to provide additional environmental review services to obtain a coastal development permit for the Carmel Meadows Sewer Replacement project #19-03 for a total contract amount not to exceed \$345,145.

19. **Resolution No. 2021-58;** Report by Patrick Treanor

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 one absence, passed Resolution 2021-58, authorizing an amendment to the contract with MNS Engineers, Inc. for \$72,455 to provide coastal permitting support for the Scenic Road Pipe Bursting Ocean to Bay project #20-08 for a total contract amount not to exceed \$305,407.

20. **Resolution No. 2021-59;** Report by Rachél Lather

Board Action

After discussion, a motion to approve the resolution was made by Director Siegfried and seconded by Director Townsend. Following a Roll Call vote, the Board, with one absence, passed Resolution 2021-59, authorizing an amendment to the contract with MNS Engineers, Inc. for \$15,215 to provide additional engineering support services during construction of the Upper Rancho Cañada Pipe Relocation Project #19-13 for a total contract amount not to exceed \$45,000.

21. Resolution No. 2021-60; 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, with one absence, passed Resolution 2021-60, proclaiming a local emergency, ratifying the proclamation of a State of Emergency by Governor's Order #N-25-20 and authorizing remote teleconference meetings from October 28, 2021, through November 27, 2021.

COMMUNICATIONS

22. General Manager Report - oral report

Barbara Buikema reported on the annual employee barbeque to be held on October 29, 2021, at 11:30. Barbara also reported on an employee testing positive for COVID-19 despite being vaccinated. The last item presented was on the CalAm takeover by Monterey One and the loss of property tax revenue the District will receive as a result.

23. Board member discussion item

The Board asked that staff calculate the reduction in Repairs & Maintenance (R&M) costs as a result of Phase II of the Capital Improvement Project's 15-year Master Plan for reporting in a subsequent newsletter that will go out to District rate payers.

OTHER ITEMS BEFORE THE BOARD

24. WWTP Elec/Mech Rehab and Sludge Holding Tank Replacement Project #18-01- Report by Patrick Treanor

Patrick Treanor presented his report on the project. Director Siegfried moved for acceptance of the report and Director Rachel seconded the motion. After a roll call vote the report was accepted by the Board.

25. November/December Board Meeting Date(s) - Report by Barbara Buikema

The Board agreed to host the November Board meeting on November 18th, 2021, and the December Board meeting on December 30th, 2021. President White made the motion to accept these dates and Director Siegfried seconded the motion and after a roll call vote the dates were accepted by the Board.

26. Special Districts Association of Monterey County Meeting - Report by Barbara Buikema

Barbara presented her summary of the meeting and Director Siegfried, who attended on behalf of the District, also gave a verbal report. The Board discussed and will decide in the future whether these meetings will be attended solely by the General Manager.

INFORMATION/DISCUSSION ITEMS

27. Announcements on subjects of interest to the Board made by members of the Board or Staff

- Director Siegfried mentioned contact with a business that packages technology items that may be useful or of interest for the Board to research. Mr. Siegfried is the contact for the information.
- Director Siegfried requested an agenda item for next meeting to discuss the mode (in-person vs. online) in which sexual harassment training is given. The District employees and board members are required to complete the training every two years.
- Director Siegfried is scheduled for the October 29, 2021, PBCSD Board meeting.
- Director Siegfried is scheduled for the January 18, 2022, meeting of the Special Districts Association of Monterey County meeting but as discussed above he or other board members may not attend.
- President White and Director Townsend are scheduled to attend the Reclamation Management Committee meeting on November 9, 2021.

28. ADJOURNMENT

There being no further business to come before the Board, the President adjourned the meeting at 10:25 a.m. The next Regular Meeting will be held at 9:00 a.m., Thursday, November 18, 2021, or an alternate acceptable date, via teleconference webinar.

As Reported To:



Domine Barringer, Secretary to the Board

APPROVED:



Ken White, President