



CARMEL AREA WASTEWATER DISTRICT BOARD OF DIRECTORS REGULAR MEETING

*Via teleconference webinar
Thursday, 9:00 a.m., December 10, 2020*

COVID-19 Pandemic and State of California Executive Order N-29-20

In compliance with recently issued guidelines from the State of California and other governing agencies, and in order to aid in keeping the public safe, Carmel Area Wastewater District (CAWD) will be conducting our Board Meeting via teleconference until further notice. All public meetings shall be conducted electronically only and without a physical location for public participation, until further notice, and in compliance with California state guidelines for social distancing.

To access the meeting via Zoom please visit our website homepage at www.cawd.org or call 1 (669) 900-9128 or 1 (346) 248-7799 and use Webinar ID: 884 0241 3654 Password: 201269.

If you would like to comment on any item on the Agenda or an item not on the Agenda, please submit those in writing to our office at 3945 Rio Road, Carmel CA 93922 or via email at downstream@cawd.org, at least 24 hours before the meeting. You may also submit comments via the “Chat” function available during the teleconference webinar online. All participants have access during the meeting to be recognized and utilize the platform to speak. Please use the virtual “raised hand” to be acknowledged. Please note: all regular meetings of the Carmel Area Wastewater District are recorded via Zoom.

If you need assistance in accessing this information, please call the CAWD office at 831-624-1248, Monday through Friday, 8:00 am to 5:00 pm.

NOTICE & AGENDA

CALL TO ORDER - ROLL CALL

D'Ambrosio _____ Rachel _____ Siegfried _____ Townsend _____ White _____

ADMINISTER CEREMONIAL OATH OF OFFICE

1. Appointed To The Office Of CAWD, Director For A Term Of 4 Years:
 - Robert Siegfried
 - Charlotte Townsend
 - Greg D'Ambrosio

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APPEARANCES, ORDERS OF BUSINESS & ANNOUNCEMENTS

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

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.

4.	Approve Regular Board Meeting Minutes of October 29, 2020 And Pension Committee Meeting Minutes of November 2, 2020	07 13
5.	Receive and Accept Bank Statement Review by Hayashi Wayland – October 2020	14
6.	Receive and Accept Schedule of Cash Receipts & Disbursements – October 2020	16
7.	Approve Register of Disbursements - Carmel Area Wastewater District – October 2020	19
8.	Approve Register of Disbursements – CAWD/PBCSD Reclamation Project – October 2020	22
9.	Receive and Accept Financial Statements and Supplementary Schedules – October 2020	23
10.	Receive and Accept Collection System Superintendent’s Report- (2020- October, September, August)	47
11.	Receive and Accept Safety and Regulatory Compliance Report – October 2020	55
12.	Receive and Accept Treatment Facility Operations Report – (2020- October, September, August)	58
13.	Receive and Accept Laboratory/Environmental Compliance Report – October 2020	64
14.	Receive and Accept Capital Projects Report/Implementation Plan	67
15.	Receive and Accept Project Summaries	69
16.	Receive and Accept Plant Operations Report – October 2020	80
17.	Receive and Accept Maintenance Projects Report – October 2020	83
18.	Receive Principal Engineer Monthly Report General Engineering – October 2020	86

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. 2020-70;** A Resolution Adopting The CAWD/PBCSD Reclamation Project Audit For The Year Ending 06-30-20 - *Report by General Manager, Barbara Buikema* 89
- 20. Resolution No. 2020-71;** A Resolution Selecting A President And President Pro Tem, And Appointing A Secretary And Secretary Pro Tem Of The Carmel Area Wastewater District, For A Term Of One Year Commencing On December 10, 2020- *Report by Board Secretary, Domine Barringer* 119
- 21. Resolution No. 2020-72;** A Resolution Authorizing Chopper Pump Standardization, And Sole Source Purchase For Influent Pump Station Ragging At A Cost Not To Exceed \$38,000 Including Tax - *Report by Plant Engineer, Patrick Treanor* 124
- 22. Resolution No. 2020-73;** A Resolution Ratifying The Amended Contract Amount And Approving The Actions Of The General Manager In Approving Said Amendment With Graniterock In An Amount Not To Exceed \$23,139.82 For Additional Work Completed During Wetland Basin Grading For The Hatton Canyon Pipeline Replacement Project #18-17 - *Report by Principal Engineer, Rachél Lather* 134
- 23. Resolution No. 2020-74;** A Resolution Adopting An Addendum To The Mitigated Negative Declaration For The Upper Rancho Canada Pipe Relocation Project #19-13 - *Report by the Principal Engineer, Rachél Lather* 137
- 24. Resolution No. 2020-75;** A Resolution Authorizing The General Manager To Invite Bids For Construction Of The Upper Rancho Canada Pipe Relocation Project #19-13 - *Report by the Principal Engineer, Rachél Lather* 161
- 25. Resolution No. 2020-76;** A Resolution Authorizing The General Manager To Enter Into A Contract With PSOMAS To Provide Construction Management And Inspection Services For The Upper Rancho Canada Pipe Relocation Project #19-13 Not To Exceed \$175,465 - *Report by the Principal Engineer, Rachél Lather* 163

OTHER ITEMS BEFORE THE BOARD

- 26.** 2021 Committee Assignments and PBCSD Regular Board Meeting Attendance, and Conference Schedule 2021 – *Report by Board Secretary, Domine Barringer* 174
- Action Required - Requesting A Motion to Accept 2020 Committee Assignments & PBCSD Regular Board Meetings Rotation*
- 27.** COVID-19 Rate Relief Program – *Report by General Manager, Barbara Buikema* 178

"*" - indicates no board attachment or oral report

"e" - indicates a separate insert is enclosed

COMMUNICATIONS

- 28. General Manager Report - oral report
 - A. Claim with Monterey County for Cross Bore on Rio Road
 - B. Coastal Development Permit update

INFORMATION/DISCUSSION ITEMS

- 29. *Update on the proposed Mr. Larsen sewer connection in Carmel Highlands – Oral Report by Collections Superintendent, Daryl Lauer* *
- Informational Only – No Action Required*
- 30. PBCSD 10-30-20 Board Meeting – *Report by The General Manager, Barbara Buikema* 190
- 31. Pension Committee Meeting 11.2.20 – *Report by The General Manager, Barbara Buikema* 192
- 32. Monterey County Treasurer Report 09-30-20 – *Report by The General Manager, Barbara Buikema* 207
- 33. *NPDES permit violations – Report by The General Manager, Barbara Buikema & Superintendent of Operations, Ed Waggoner* 209
- 34. General Manager Quarterly Progress Report - *Report by General Manager, Barbara Buikema* 211
- 35. Letter from Meghan Rasmussen, Carmel Belle 214
- 36. 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, December 11, 2020 at 9:30 a.m. via Zoom webinar – *Director Siegfried is scheduled to attend*
Friday, January 29, 2021 at 9:30 a.m. via Zoom webinar – *A Director will be scheduled to attend during this Board Meeting*

Special Districts Association of Monterey County – The next SDA meeting is scheduled for:
Tuesday, January 19, 2021 at 6:00 p.m. via Zoom webinar – *A Director will be scheduled to attend during this Board Meeting*

Reclamation Management Committee (RMC) Meeting – The next RMC meeting is scheduled for:
Wednesday, February 9th 2021, at 9:30 a.m. *Director Townsend and Director White are scheduled to attend. Meeting location is to be determined.*

37. 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.*

- A.** *Conference with Legal Counsel – Anticipated Litigation*
Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) Government Code section 54956.9 Two cases
- B.** *Conference with Legal Counsel – Real Property Negotiator Pursuant to Government Code Section 54956.8*
Property: APN number 015-163-007
District Negotiator: Russell J. Austin/ Attorney at Law
Negotiating Party: County of Monterey
Under Negotiations: All terms
- C.** *Conference with Labor Negotiators – Pursuant to Government Code Section 54957.6*
District Negotiators: Board of Directors
Unrepresented Individual: District Legal Counsel, Robert Wellington
Consider Request of Legal Counsel for Partial Revision of Contract (Re: Hourly Fee)

38. ADJOURNMENT

*The next virtual Regular Meeting will be held at 9:00 a.m., Thursday, **January 28th**, or an alternate acceptable date.*

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.