



CARMEL AREA WASTEWATER DISTRICT BOARD OF DIRECTORS REGULAR MEETING

3945 Rio Road, Carmel, CA 93923 Ph (831) 624-1248
Thursday, 9:00a.m., February 28, 2019

NOTICE & AGENDA

CALL TO ORDER - ROLL CALL

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

APPEARANCES, ORDERS OF BUSINESS & ANNOUNCEMENTS

1. *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. Note: If you believe you possess any disability that would require special accommodations in order to attend this meeting, please call Carmel Area Wastewater District at 624-1248.

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

OTHER ITEMS BEFORE THE BOARD

- 3. Employee Acknowledgements and Awards:** *
- Greg Ange, Grade III Ops & Grade III Maint Worker
 - CWEA Monterey Bay Section 2018 Awards (Held 02-08-18)
 - Maintenance Worker of the Year – Mike Skinkle
 - Lab Person of the Year – Trevor Holland
 - P3S Person of the Year – Ray DeOcampo (P3S = Pretreatment, Pollution Prevention & Stormwater)
 - Collections Worker of the Year – Barry Blevins
 - Supervisor of the Year – Daryl Lauer

"*" - indicates no board attachment or oral report

"e" - indicates a separate insert is enclosed

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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 January 31 ,2019	003
5. Approve Special Strategy Board Meeting Minutes of January 22 , 2019	013
6. Receive and Accept Bank Statement Review By Hayashi Wayland – December 2019	017
7. Receive and Accept Schedule of Cash Receipts and Disbursements – January 2019	019
8. Approve Register of Disbursements - Carmel Area Wastewater District – January 2019	022
9. Approve Register of Disbursements – CAWD/PBCSD Reclamation Project – January 2019	025
10. Receive and Accept Financial Statements and Supplementary Schedules – January 2019	026
11. Receive and Accept Collection System Superintendent’s Report January 2019-	050
12. Receive and Accept Treatment Facility Operations Report-January 2019	053
13. Receive and Accept Laboratory/Environmental Compliance Report – January 2019	059
14. Receive and Accept Plant Operations Report – January 2019	061
15. Receive and Accept Safety And Regulatory Compliance Report – January 2019	064
16. Receive and Accept Maintenance Projects Report – January 2019	068
17. Receive Principal Engineer Monthly Report General Engineering –January 2019	070
18. Receive Implementation Plan– January 2019	072

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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. 2019-07;** A Resolution Authorizing The General Manager To Amend The Contract With Mainsaver Approved on August 2018 By Resolution No. 2018-35 For An Additional \$6,000 For Fiscal Year 2018-19 to Implement The Purchasing Contract Work Flow and Provide Purchasing Reports. - *Report by Chris Foley, Maintenance Superintendent* 074
- 20. Resolution No. 2019-08;** A Resolution Authorizing The General Manager To Amend The Contract With Informative Controls For an Additional Amount Not To Exceed \$50,000 For Fiscal Year 2018-19 For Automation Control and Engineering Services . – *Report by Chris Foley, Maintenance Superintendent* 080
- 21. Resolution No. 2019-09;** A Resolution Of The Board Of Directors Of The Carmel Area Waste Water District Declaring Its Official Intent To Reimburse Certain Expenditures From The Proceeds Of Debt-\$5M . *Report By Barbara Buikema, General Manager* 086
- 22. Resolution No. 2019-10;** A Resolution Of The Board Of Directors Of The Carmel Area Waste Water District Declaring Its Official Intent To Reimburse Certain Expenditures From The Proceeds Of Debt-\$3.5M-Corona Road Amendment to #2018-41 . *Report By Barbara Buikema, General Manager* 104
- 23. Resolution No. 2019-11;** A Resolution Authorizing The General Manager To Enter Into A Contract With SRT Consultants for Evaluation of September Ranch Potable Water Service And Approve A Reimbursement Agreement Between The District and Clear Peak To Cover Cost Of SRT Consultants Proposal And District Costs . *Report By Barbara Buikema, General Manager* 109

OTHER ITEMS BEFORE THE BOARD

- 24.** General Manager Vacation Schedule & Implementation of Acting Pay for Exempt Employees, *Report By Barbara Buikema, General Manager* 120
- 25.** Selection of Topics for Spring 2019 Newsletter, *Report By Barbara Buikema, General Manager* 123

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26. Treatment Plan Annual Reports, <i>Report By Ed Waggoner, Plant Operations, Superintendent</i>	124
A. Receive and Accept Annual NPDES Report – December 2018	124
B. Receive and Accept Annual Reclamation Tertiary Report December 2018	171
C. Receive and Accept Annual EPA Biosolids Report – December 2018	194

INFORMATION/DISCUSSION ITEMS

27. PBCSD – Regular Board Meeting of 01-25-19 – Report By Barbara Buikema, General Manager	198
28. County Investment Report –Report By Barbara Buikema, General Manager	200
29. Update on Mr. Larsen Connection In Carmel Highlands	*

STAFF & BOARD MEMBER REPORTS

Staff Reports include items for which verbal reports/presentation will be provided. If a specific presentation is planned, it will be listed and summary information may be included with the Agenda. Brief oral reports may be provided for items arising after the Agenda preparation. The Board may wish to ask questions or discuss a staff report, but no action is appropriate other than referral to staff, or request that a matter be set as a future Agenda Item.

COMMUNICATIONS

- 30.** General Manager’s Report -Update on SLR Committee- *Oral Report by Barbara Buikema, General Manager*
- 31.** 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, February 22, 2019 at 9:30a.m. *Director Siegfried attended.*
 Friday, March 29, 2019 at 9:30a.m. *Director Townsend is scheduled to attend.*

Reclamation Management Committee Meeting – The next RMC meeting is scheduled for:
 Wednesday, May 8, 2019 at 9:30 a.m. *Director Townsend and Director White are scheduled to attend.*

Special Districts Association of Monterey County–The next SDA meeting is scheduled for:
 Tuesday, April 16, 2019 at 6:00 pm. *Director Townsend is scheduled to attend.*

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32. CLOSED SESSION: *A closed session of the Board is not planned, but may be held if necessary for certain limited purposes authorized pursuant to California Government Code.*

33. ADJOURNMENT

*The next Regular Meeting will be held at 9:00 a.m., Thursday, **March 28, 2019** or an alternate acceptable date, in the Board Room of the District Office, 3945 Rio Road, Carmel, CA 93923.*

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.