



CARMEL AREA WASTEWATER DISTRICT

Salary & Benefits Committee STANDING COMMITTEE MEETING MINUTES 9:00 a.m. Wednesday, July 1, 2026

Via teleconference and in person

Call to Order/Roll Call

The meeting was called to order at 9:15 a.m.

Present: Pro Tem Urquhart & Director White

**Signifies Virtual Attendance*

Other Attendees:

Barbara Buikema, General Manager
Sara B. Boyns, Fenton & Keller

Absent: None

1. Appearances/Public Comment *Anyone wishing to address the Committee on a matter not appearing on the agenda may do so now. Public comment shall be limited to 3 minutes per person per topic. No action shall be taken on any item not appearing on the agenda.*

No public comment was received.

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

There were no agenda changes.

3. Discussion Items

- *Employee Handbook*
 - *The Committee requested that the employee handbook be sent to the Laborers' International Union of North America (LiUNA) 792 for review.*

- *Discussion Regarding the June 1, 2026, Special Meeting – Non-Represented Listening Session*

- *Discussion of Human Resource Services & Consultant*

The meeting was adjourned at 10:35 a.m.

4. ADJOURNMENT

The next regular Board meeting will be held at 9:00 a.m. on Thursday, July 30, 2026, or on an alternative acceptable date. The following regular Board meeting is scheduled for August 27, 2026. NOTE: The meeting will have a teleconference option hosted through Zoom. You can access the Zoom link by visiting our website, www.cawd.org. If you need assistance, please call the District office at 831-624-1248 or send an email to downstream@kawd.org. After staff reports have been distributed, if additional documents are produced by the District and provided to the Board regarding any item on the agenda, they will be made available on the District website.

As Reported To:



Barbara Buikema, General Manager

APPROVED: 
Kevan Urquhart, Pro Tem