

Board Minutes

Regular Meeting

Thursday, July 14, 2022

5:00 P.M.

Call to Order The meeting was convened at 5:00 P.M.

Present: Eugene F. West, President
Al E. Fox, Director
Jeffrey C. Brown, Director
Timothy H. Hoag, Director

Absent: Terry L. Foreman, Vice-President

Staff: Tony Stafford, General Manager
Tamara Sexton, Finance Manager
Joe Willingham, IT Manager
Greg Jones, Legal Counsel

Public Comments

None

Consent Agenda

1. Approve Minutes of the Special Meeting of June 16, 2022

The Board approved the Minutes of the Special Meeting of June 16, 2022.

Motion: Brown **Second:** Hoag

Yes: Fox-Brown-Hoag-West

Absent: Foreman

2. Approve Minutes of the Special Meeting of June 20, 2022

The Board approved the Minutes of the Special Meeting of June 20, 2022.

Motion: Brown **Second:** Hoag

Yes: Fox-Brown-Hoag-West

Absent: Foreman

3. Approve Minutes of the Regular Meeting of June 23, 2022

The Board approved the Minutes of the Regular Meeting of June 23, 2022.

Motion: Brown **Second:** Hoag

Yes: Fox-Brown-Hoag-West

Absent: Foreman

4. Approve Minutes of the Special Meeting of June 29, 2022

The Board approved the Minutes of the Special Meeting of June 29, 2022.

Motion: Brown **Second:** Hoag

Yes: Fox-Brown-Hoag-West

Absent: Foreman

5. Approve Vendor Payments

A summary of accounts payable in the amount of \$1,492,563.86 was provided for Board information and approval. The Board approved the payments to vendors as presented by staff in the amount of \$1,492,563.86.

Motion: Brown **Second:** Hoag

Yes: Fox-Brown-Hoag-West

Absent: Foreman

6. Manhole Rehabilitation

The Board authorized the General Manager to issue a purchase order to Zebron, Inc. in an amount not to exceed \$150,000.00 from the Fiscal Year 2022-23 operating budget for the rehabilitation and coating of District sewer manholes.

Motion: Brown **Second:** Hoag

Yes: Fox-Brown-Hoag-West

Absent: Foreman

7. Biosolids Removal at CWRF

The Board authorized the General Manager to issue a purchase order to Liberty Composting, Inc. in an amount not to exceed \$80,000.00 from the Fiscal Year 2022-23 operating budget for the removal of biosolids from the CWRF.

Motion: Brown **Second:** Hoag

Yes: Fox-Brown-Hoag-West

Absent: Foreman

Primary Agenda

8. Contracting Geographical Information System (GIS) Services

The Board authorized the General Manager to enter into an annual agreement and issue a purchase order with ZWORLD GIS in an amount not to exceed \$54,000.00 for GIS services and tasks.

Motion: Hoag **Second:** Fox

Yes: Fox-Brown-Hoag-West

Absent: Foreman

9. Report of AllConnected Managed Service Provider Performance

Staff provided an overview of the performance of AllConnected Inc., for contracted IT/OT Managed Services.

No action taken; for information only.

10. Drought Update

Received a presentation regarding developing a mechanism to equitably pass on any penalties the District may incur during this drought under MWD's Emergency Water Conservation Program.

No action taken; for information only.

11. Master Plan

The Board authorized the General Manager to enter into an agreement with and issue a purchase order to Woodard & Curran in an amount not to exceed \$557,046.00 for support in developing a near-term Capital Improvement Plan for repair, rehabilitation, and replacement needs of the District's infrastructure.

Motion: Fox **Second:** Brown

Yes: Fox-Brown-Hoag-West

Absent: Foreman

12. Rate Adjustments

The Board adopted Resolution 22-11 of the Board adopting a Schedule of Rates, Fees and Charges for Water and Sanitary Service.

Motion: Fox **Second:** Hoag

Roll Call: Fox-Yes; Brown-Yes; Hoag-Yes; West-Yes

Absent: Foreman

CLOSED SESSION: The Board entered into closed session at 6:20 P.M. to confidentially discuss personnel matters as authorized by Government Code 54957.

13. Closed Session Conference with Legal Counsel – Personnel

The Board conducted a performance review of the General Manager.

No action was taken in closed session.

The Board returned to open session at 7:10 P.M.

14. General Manager's Performance and Salary Review

The Board considered the General Manager's performance review and salary adjustment and approved a salary increase of 3% and a 4 percent discretionary bonus effective the first full pay period of fiscal year 2022-23.

Motion: Hoag **Second:** Brown

Yes: Fox-Brown-Hoag-West

Absent: Foreman

15. Salary and Classification Schedule

The Board adopted Resolution 22-12 Adjusting the District's Salary and Classification Schedule for Employees to include the increase the General Manager's salary by 3 percent and update the maximum hourly rate for temporary and part-time employees to \$35/hourly.

Motion: Brown **Second:** Hoag

Roll Call: Fox-Yes; Brown-Yes; Hoag-Yes; West-Yes

Absent: Foreman

Comments by General Manager

- General Manager announced tentative dates of August 15th or 22nd for the next strategic workshop and requested the board to confirm their availability.

Comments by Directors

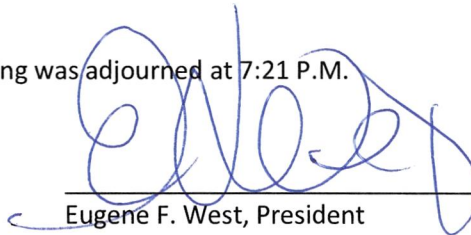
- President West announced the District received the Government Finance Officers Association (GFOA) Certificate of Achievement for Excellence in Financial Reporting for the District's Annual Comprehensive Financial Report (ACFR) for the Fiscal Year Ended June 30, 2021 and commended staff.
- Director Fox announced his resignation from the Board of Directors and his last attendance will be the board meeting of August 18, 2022.
- Director Hoag requested that non-potable filling station form needs to note that the non-potable water is only be used within the District.
- President West requested expanding our public outreach efforts to inform customers of the availability non-potable filling station.

Adjournment

There being no further business, the meeting was adjourned at 7:21 P.M.



Tony L. Stafford, Secretary/Manager
Board of Directors
Camrosa Water District



Eugene F. West, President
Board of Directors
Camrosa Water District

(ATTEST)