

Board Minutes

Regular Meeting

Camrosa Board Room
Thursday, March 23, 2023
5:00 P.M.

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

Present: Eugene F. West, President
 Andy F. Nelson, Vice-President
 Jeffrey C. Brown, Director
 Timothy H. Hoag, Director
 Terry L. Foreman, Director

Staff: Tony Stafford, General Manager
 Tamara Sexton, Finance Manager
 Joe Willingham, IT and Special Projects Manager
 Jozi Zabarsky, Customer Service Manager
 Terry Curson, District Engineer
 Mike Phelps, Laboratory Supervisor
 Kevin Wahl, Superintendent
 Greg Jones, Legal Counsel

Public Comments

None

Consent Agenda

1. Approve Minutes of the Regular Meeting of March 9, 2023

Director Nelson requested the following note be added to Agenda Item #3: "Our thanks and support to Tamara and Sandra for their hard work."

With that, the Board approved the Minutes of the Regular Meeting of March 9, 2023.

Motion: Hoag **Second:** Brown

Motion carried unanimously.

2. Approve Vendor Payments

A summary of accounts payable in the amount of \$1,354,218.33 was provided for Board information and approval. The Board approved the payments to vendors as presented by staff in the amount of \$1,354,218.33.

Motion: Hoag **Second:** Brown

Motion carried unanimously.

Primary Agenda

3. Proposed Fiscal Year 2023-24 Fixed Assets and Capital Projects

The Board received a briefing from staff on the proposed Fiscal Year (FY) 2023-24 Fixed Assets and Capital Projects.

No action necessary; for information only.

4. Fiscal Year 2022-23 Program Accomplishments and Fiscal Year 2023-24

The Board received a presentation from staff regarding current fiscal year program accomplishments and Fiscal Year (FY) 2023-24 program goals. For Program 25, Director Nelson recommended adding a goal to explore approaches to controlling PFAS. For Program 52, Director Foreman requested adding a goal to develop a formalized program to assess wells and determining when they need to be rehabilitated.

No action necessary; for information only.

5. Comprehensive Rate Study

The Board and staff discussed conducting a two-year comprehensive water and wastewater study with Black & Veatch. The Board requested the term of the rate study be changed from two years to five years. Staff will return to the Board with a revised scope of work and agreement.

No action taken.

6. SmartCover Sewer Monitoring System

The Board authorized the General Manager to:

- 1) Appropriate \$60,000.00 from the Wastewater Capital Replacement Funds and establish a Smart Covers Sewer Manhole Capital Improvement Project (CIP); and
- 2) Issue a purchase order to SmartCover Systems not to exceed \$56,229.43, for the purchase and installation of SmartCover Monitoring devices on ten District manholes.

Motion: Nelson **Second:** Foreman

Yes: Nelson-Hoag-Foreman-West

Absent: Brown

7. Distribution Valve Replacement CIP

The Board authorized the General Manager to approve a purchase order, not to exceed \$29,750.00, to Sam Hill & Sons Inc., from the Distribution Valve Replacement CIP for the installation of two 24-inch mainline valves at Conejo Wells.

Motion: Nelson **Second:** Hoag

Yes: Nelson-Hoag-Foreman-West

Absent: Brown

8. Salary and Classification Schedule

The Board adopted Resolution 23-04 Adjusting the District's Salary and Classification Schedule for Employees. Director Nelson recommended the Board review the current Board pay. Staff will gather information from surrounding agencies and return to the Board.

Motion: Hoag **Second:** Nelson

Yes: Nelson-Hoag-West

No: Foreman

Absent: Brown

9. Conejo Wellfield GAC Construction, Specification No. PW 21-04

The Board took the following actions:

- 1) Ratified three change order requests from James C. Cushman totaling \$54,494.00, and
- 2) Authorized the General Manager to negotiate and issue change orders to James C. Cushman in an amount not to exceed 5-percent (\$289,607.50) of the November 18, 2021, awarded contract amount of \$5,792,150.00.

Motion: Foreman **Second:** Hoag

Yes: Nelson-Hoag-Foreman-West

Absent: Brown

Comments by General Manager

- United Water Conservation District has offered a tour of the Freeman Diversion to the Board.
- Meeting March 28, 2023 to discuss purchasing Article 21 water.
- A proposal regarding monitoring wells will be brought to the Board.

Comments by Directors

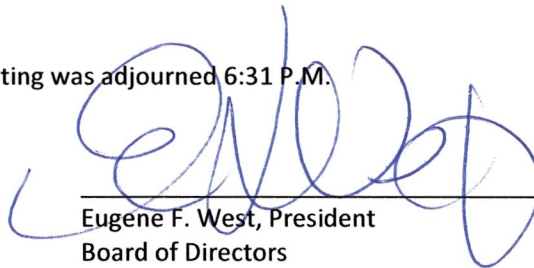
- Director Nelson listened in on the Calleguas Board meeting and attended the AWA breakfast. He thanked the General Manager for providing a tour of the pipes, pumps and tanks, and Tamara and Sandra for explaining the budget and bookkeeping.
- President West provided a handout reflecting recent changes to the Brown Act regarding teleconference rules.

Adjournment

There being no further business, the meeting was adjourned 6:31 P.M.



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



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

(ATTEST)