

Board Minutes

Regular Meeting

Thursday, November 7, 2024

Camrosa Board Room

5:00 p.m.

Call to Order The meeting was convened at 5:02 p.m.

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

Staff: Norman Huff, General Manager
Tamara Sexton, Deputy General Manager/Finance (via teleconference)
Jozi Zabarsky, Customer Service Manager
Kevin Wahl, Director of Operations
Terry Curson, District Engineer
Art Aseo, Engineering & Capital Projects Manager
Chris Patacsil, Superintendent of Operations
Natalie Roberts, Water Resources Coordinator
Keith Lemieux, Legal Counsel

Guest: Curtis Hopkins, Hopkins Groundwater Consultants, Inc.

Public Comments

None

Consent Agenda

1. Approve Minutes of the Regular Meeting of October 24, 2024

2. Approve Vendor Payments

A summary of accounts payable in the amount of \$588,542.89 was provided for Board information and approval.

Motion to approve the Consent Agenda: Nelson. **Second:** Brown.
Motion carried unanimously.

Primary Agenda

3. Employee Spotlight

The Board was introduced to Chris Patacsil, Superintendent of Operations.

No action was necessary; for information only.

4. Woodcreek Well – Completion Report

The Board received an update from Curtis Hopkins on the completion and overall findings of the Woodcreek Well rehabilitation project.

No action was necessary; for information only.

5. Resolution Authorizing the President of the Board to Cast a Ballot for Election of a Special District Regular Member to the Ventura County LAFCo

The Board adopted a Resolution Authorizing the President of the Board to cast a ballot for Steve Huber in the election for a Special District Regular Member to the Ventura County LAFCo.

Motion: Nelson. **Second:** Foreman.

Motion carried unanimously.

6. Auditing Services

The Board authorized the General Manager to enter into a 3-year agreement with Clifton Larson Allen LLP (CLA) for auditing services.

Motion: Hoag. **Second:** Foreman.

Motion carried unanimously.

7. Local Production Update

The Board received a briefing on local water production through the 1st Qtr. of Fiscal Year 24-25.

No action was necessary; for information only.

8. Water Loss Program Update

The Board received a briefing on the progression of the water loss program.

No action was necessary, for information only.

9. Rehabilitation of the Power Distribution System at CWRF (Design Phase)

The Board took the following actions regarding the rehabilitation of the power distribution system at CWRF (Design Phase):

- 1) Appropriated additional funding in the amount of \$20,000.00 from the Wastewater Capital Replacement Fund; and
- 2) Authorized the General Manager to enter into an agreement and issue a purchase order to Cannon in the amount of \$182,140.00 for engineering services.

Motion: Nelson. **Second:** Brown.

Motion carried unanimously.

10. SmartCover Sewer Monitoring System

The Board authorized the General Manager to issue a purchase order to SmartCover Systems, in an amount not to exceed \$87,847.90, for the purchase and installation of SmartCover monitoring devices on 10 District manholes.

Motion: Brown. **Second:** Hoag.

Motion carried unanimously.

11. SCADA Wonderware AVEVA Flex Subscription

The Board authorized the General Manager to issue a purchase order in the amount of \$43,835.00 to E&M, Inc. dba AVEVA Select California for 2,458 Flex Credits.

Motion: Foreman. **Second:** Nelson.
Motion carried unanimously.

12. Distribution Valve Replacement CIP

The Board took the following actions regarding distribution system valve replacement:

- 1) Authorized the General Manager to issue a purchase order to Sam Hill & Sons, Inc. in an amount not to exceed \$49,170.00, from the Distribution Valve Replacement CIP, for the replacement of 3, 12" valves on Pancho Rd.; and
- 2) Authorized the General Manager to issue a purchase order to Sam Hill & Sons, Inc. in an amount not to exceed \$28,522.00, from the Distribution Valve Replacement CIP, for the replacement of a 12" valve on Upland Rd.

Motion: Nelson. **Second:** Brown.
Motion carried unanimously.

13. Sewer Lift 1A Bypass Line

The Board authorized the General Manager to:

- 1) Appropriate \$35,000.00 from the Wastewater Capital Replacement Fund and establish a Sewer Lift 1A Bypass CIP, and
- 2) Issue a purchase order to Sam Hill & Sons, Inc. in an amount not to exceed \$26,170.00, for the installation of new manhole covers and a bypass line at Sewer Lift 1A.

Motion: Hoag. **Second:** Brown.
Motion carried unanimously.

14. CalPERS Unfunded Accrued Liability

The Board authorized the General Manager to make an Additional Discretionary Payment (ADP) to pay off the District's current CalPERS UAL for both the Classic and PEPR plans, not to exceed \$1,630,000.00.

Motion: Nelson. **Second:** Brown.
Motion carried unanimously.

Comments by General Manager

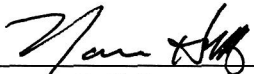
- None

Comments by Directors

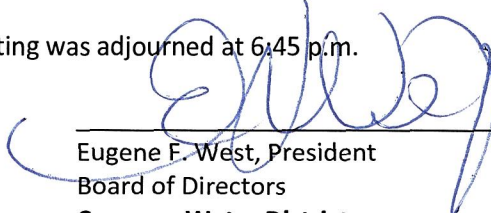
- Director Hoag thanked staff for their work on the audit.
- President West commented that the new payment portal is very easy to use.

Adjournment

There being no further business, the meeting was adjourned at 6:45 p.m.



Norman Huff, Secretary
Board of Directors
Camrosa Water District



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