

Board Minutes

Regular Meeting

Thursday, January 23, 2025

Camrosa Board Room

5:00 p.m.

Call to Order The meeting was convened at 5:00 p.m.

Present: Eugene F. West, President
Andrew F. Nelson, Vice-President
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
Keith Lemieux, Legal Counsel

Members of the Public: Ron Vogel
Jeffrey Brown

Public Comments

None

Consent Agenda

1. **Approve Minutes of the Regular Meeting of January 9, 2025**

2. **Approve Vendor Payments**

A summary of accounts payable in the amount of \$1,199,832.00 was provided for Board information and approval.

3. **Purchase Order Ratification**

The Board ratified purchase orders totaling \$26,679.63 to J&H Engineering, Inc. for a fire hydrant repair and relocation on Fieldcrest Drive.

4. **Water Quality Q4 2024 Report**

Staff provided a quarterly report to the Board regarding the current status of the District's compliance efforts and water quality.

No action was necessary; for information only.

5. Customer and Administrative Services Quarterly Report

Staff provided a quarterly update to the Board regarding Customer Service and other Administrative Services.

No action was necessary; for information only.

Motion to approve the Consent Agenda: Nelson Second: Hoag

Motion carried 4-0

Absent: Brown

Primary Agenda

6. Employee Spotlight

The Board was introduced to Brian Boring, Instrumentation Technician.

No action was necessary; for discussion only.

7. Local Production Update (*deferred to future meeting*)

8. Capital Improvement Projects Status Update for 2nd Quarter of FY 2024-25

Staff provided a quarterly update on the District's CIP projects. Director Foreman proposed the creation of a Master Plan ad hoc Committee. Directors Foreman and Hoag will participate on that committee.

No action was necessary; for information only.

9. Investment Opportunities

The Board authorized the General Manager to re-invest up to \$10.274 million in a 2-year Treasury Bill.

Motion to approve: Nelson Second: Foreman

Motion carried 4-0

Absent: Brown

10. Santa Rosa Well No. 10 Rehabilitation

The Board took the following actions:

- 1) Authorized the General Manager to issue a purchase order to General Pump Company in the amount of \$45,087.00 for Phase 1 rehabilitation services for the Santa Rosa Well No. 10 Non-Potable Well; and
- 2) Authorized the General Manager to issue a purchase order to Hopkins Groundwater Consultants in the amount of \$64,760.00 to provide professional evaluation and rehabilitation services.

Motion to approve: Hoag Second: Foreman

Motion carried 4-0

Absent: Brown

11. Pond Pump #4 Replacement CIP

The Board took the following actions:

- 1) Appropriated \$100,000.00 from the Non-Potable Capital Replacement Fund to establish a Pond Pump #4 Replacement Capital Improvement Project (CIP); and
- 2) Authorized the General Manager to issue a purchase order in the amount of \$78,157.90 to General Pump Company, Inc. for the repair of Pond Pump #4.

Motion to approve: Nelson **Second:** Hoag

Motion carried 4-0

Absent: Brown

12. University Well Pump Replacement Project

The Board took the following actions:

- 1) Appropriated \$200,000.00 from the Potable Capital Replacement Fund to establish a University Well Pump Replacement Capital Improvement Project (CIP); and
- 2) Authorized the General Manager to issue a purchase order in the amount of \$109,035.35 to General Pump Company, Inc. for the repair of University Well.

Motion to approve: Nelson **Second:** Hoag

Motion carried 4-0

Absent: Brown

13. Fleet Vehicles Lease

The Board authorized the General Manager to enter into a 60-month fleet lease agreement with Enterprise Fleet for six new F-250 Super Duty trucks with a total lease cost of \$7,129.14 per month.

Motion to approve: Hoag **Second:** West

Motion carried 4-0

Absent: Brown

14. Non-Potable and Recycled Water Resources Allocation Policy

The Board discussed maximizing the beneficial use of the District's non-potable and recycled water resources.

For discussion only; no action was necessary.

Comments by General Manager

- Provided update on Laguna fire and non-potable outages.

Comments by Directors

- Director Nelson reported on the latest Calleguas meeting and requested staff review and present the District's Emergency Response Plan at a future meeting.
- Director Foreman requested staff look at what distribution system storage requirements would be needed to fight a wildfire, as opposed to being designed for typical housefires.
- Director Hoag requested staff to explore the District's facility's ability to fight fires.
- President West requested staff develop an Emergency Response Plan for wastewater emergencies and interruptions and explore the use of dip tanks throughout the District.
- Counsel suggested participating in a tabletop exercise with the fire department to discuss expectations and responsibilities during fire emergencies.

Closed Session: The Board entered into Closed Session at 6:24 p.m. to confidentially discuss legal matters as authorized by Government Code sections 54956.9.

- 15. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (Gov. Code, §54956.9(d)(1)):**
NAME OF CASE: OPV Coalition et al v. Camrosa Water District, Santa Barbara County Superior Court Case No. VENC100555357.

Open Session: The Board reconvened Open Session at 7:00 p.m.

16. Announcement of reportable action taken during Closed Session

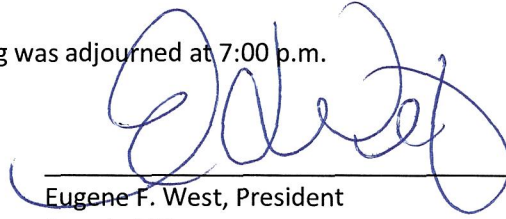
President West announced that there was no reportable action taken during Closed Session.

Adjournment

There being no further business, the meeting was adjourned at 7:00 p.m.



Norman Huff, Secretary
Board of Directors
Camrosa Water District



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

(ATTEST)