

**Minutes of:  
Regular Public Meeting  
Of the  
Forestville Water District Board of Directors**

Date: **Tuesday, June 11, 2024**

Time: **5:30 PM**

Location: **Forestville Water District Office-6530 Mirabel Rd. Forestville, CA 95436**

**I. CALL TO ORDER** at 5:35 p.m. by Chair McDermott

**II. ROLL CALL**

PRESENT: Directors McDermott, Monroe, Griffith, Stapleton and Stuart.

OTHERS: General Manager - Chad Davisson, Board Clerk District – Dawn Leith, Legal Counsel - Martin Hirsch, and District Engineer Consultant - Dave Coleman/Brelje & Race Consulting Engineers (BRCE).

**III. APPROVAL OF AGENDA**

- **MOTION** was made by Director Stuart, seconded by Director Stapleton, and passed 4-0-1 to approve the agenda as presented.

**IV. PUBLIC COMMENT:** None

**V. CONSENT ITEMS:**

1. **May 2024 Financial Reports**

- **MOTION** was made by Director Monroe, seconded by Director Stuart, and passed 4-0-1 to approve April 2024 Financials as presented.

2. **Minutes for May Regular Meeting**

- **MOTION** was made by Director Monroe, seconded by Director Stuart, and passed 4-0-1 to approve Minutes for May 14, 2024, as presented.

**VI. BUSINESS BEFORE THE BOARD**

A. APPROVE PRE-PAYING THE FY2024-25 REQUIRED CALPERS UNFUNDED ACCRUED LIABILITY PAYMENT

- **MOTION** was made by Director Stuart, seconded by Director Griffith, and passed 4-0-1 to approve paying the lump sum of sixty-one thousand eighty-three dollars (\$61,083.00) for Classic and one thousand one hundred seven dollars (\$1,107.00) for PEPR.

B. APPROVE RESOLUTION #430: APPROPRIATION LIMIT FOR 2024-2025 FISCAL YEAR

- **MOTION** was made by Director Stuart, seconded by Director Stapleton, and passed 4-0-1 to approve Resolution #430 as presented.

C. PROVIDE DIRECTION TO STAFF RELATED TO RESIDENT REQUEST FOR REIMBURSEMENT DUE TO HIGH WATER SYSTEM PRESSURE

- The Board instructed the General Manager to notify the customer of the Board's decision.

D. ADOPT THE FISCAL YEAR 2024-25 OPERATING AND CAPITAL IMPROVEMENT BUDGET

- Tabled until Special Meeting to allow the Sub-committee to meet to make final adjustments.

E. REVIEW AND APPROVE GENERAL MANAGER INVOICE FOR THE PERIOD OF MAY 12, 2024, THROUGH JUNE 11, 2024

- **MOTION** was made by Director Monroe, seconded by Director Stuart, and passed 4-0-1 to approve May 2024 invoice of fourteen thousand three hundred dollars (\$14,300.00.)

F. RECEIVE AN UPDATE ON THE BOARD OF DIRECTORS' BYLAWS

- Legal Counsel advised still in review process. The Board took no action.

G. RECEIVE AN UPDATE ON POTENTIAL GRANT OPPORTUNITIES FOR SEWER TREATMENT AND COLLECTION SYSTEM IMPROVEMENTS

- District Staff provided an overview of potential grant opportunities and updates for grant applications that have been submitted. The Board took no action.

H. RECEIVE AN UPDATE ON THE STATUS OF THE 2018 SEWER IMPROVEMENT PROJECT

- Tabled to Special Meeting to accommodate the bid opening date of June 24, 2024, at 2 p.m.

I. RECEIVE AN UPDATE ON THE STATUS OF THE PRV REPLACEMENT PROJECT OPTIONS

- The engineer updated the Board of the project's replacement schedule. The Board took no action.

J. RECEIVE AN UPDATE ON THE STATUS OF THE SEWER FORCE MAIN REPAIR PROJECT

- The engineer gave notice of completion on this project. The Board took no action.

K. RECEIVE AN UPDATE ON THE STATUS OF THE TERMINAL LIFT STATION REWIRING PROJECT

- **MOTION** was made by Director Monroe, seconded by Director Stapleton, and passed 4-0-1 to approve eight thousand five hundred eighty-one dollars and ten cents (\$8,581.10) as an amendment to pre-existing contract.
- L. RECEIVE AN UPDATE ON THE COVEY SEWER FORCE MAIN GRAVITY PROJECT
  - The Board instructed GM to review designs and pursue grants for the project.
- M. RECEIVE AN UPDATE ON THE OPERATIONS PROJECTS GOALS
  - District Staff had no new updates to provide. The Board took no action.
- N. WATER CONSERVATION
  - The Board instructed GM to share the drought report submitted to the State at future meetings.
- O. DIRECTOR'S TRAINING
  - The Board was advised on training needed and upcoming training opportunities. The Board took no action.
- P. RECYCLE AND SURPLUS RATES
  - Tabled until Special Meeting to allow the Sub-committee and GM to meet to make final adjustments.
- Q. APPROVE RESOLUTION #431: ORDERING AN ELECTION FOR NOV '24
  - **MOTION** was made by Director Stapleton, seconded by Director Griffith, and passed 4-0-1 to approve Resolution #431 as presented.
- VII. DISTRICT ENGINEER MONTHLY REPORT**
  - FWD Engineer provided current updates for "Water" and "Wastewater" projects in order as listed on Agenda.
- VIII. GENERAL MANAGER MONTHLY REPORT**
  - GM Davisson provided current updates for "Water" and "Wastewater" operations. The Board took no action.
- IX. FWD/GRATON SUB-COMMITTEE REPORT**
  - GM Davisson will coordinate the next monthly meeting. The Board took no action.
- X. DIRECTORS' REPORT**
  - Nothing to report
- XI. CALL FOR FUTURE AGENDA ITEMS**
  - District Staff Salary Survey
  - District Continuing to provide dinner for board meetings
- XII. ADJOURNMENT**
  - **MOTION** made by Director Stuart, seconded by Director Griffith, and passed 4-0-1 to adjourn at 8:14 p.m.

APPROVED: July 16, 2024