



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

Date: **Tuesday, April 12, 2022**

Time: **5:30 PM**

Location: **Videoconference via Zoom**

I. CALL TO ORDER at 5:33 p.m. by Chair McDermott

II. ROLL CALL

DIRECTORS PRESENT: Directors – Aldridge, Hughes, Griffith, McDermott, and Monroe.

OTHERS PRESENT: GM- Tony Lopes, FWD Legal Counsel - Martin Hirsch, and Interim Board Clerk - Dawn Leith.

III. APPROVAL OF AGENDA

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

IV. STATEMENT OF ABSTENTION

- McDermott – ASR G

V. PUBLIC COMMENT (Public testimony is limited to three minutes)

VI. CONSENT ITEMS

- **MOTION** made by Director Hughes, seconded by Director Monroe, and passed 4-0-1 to approve Resolution 413(f) for the May 2022 board meeting to be held as video conference under AB 361.
- The Board instructed the Board Clerk to add continuance of teleconferencing to May '22 agenda.
- **MOTION** made by Director Hughes, seconded by Director Griffith, and passed 4-0-1 to approve the Financial Reports for March 2022.
(5:40 p.m. Director Aldridge joined the meeting)
- **MOTION** made by Director Monroe, seconded by Director Aldridge, and passed 5-0-0 to approve minutes for the March 8, 2022, Regular Board Meeting with corrections made to IX-Engineer Report.

VII. PUBLIC HEARING (No public hearing tonight)

VIII. ACTION ITEMS

A. ASR AND MINUTES FORMATTING

- The Board instructed the Board Clerk to continue with the current ASR format and change the format for Minutes to Action format.

B. 2018 SEWER IMPROVEMENT PROJECT

- FWD Engineer provided status on progress of work, delay of disbursement, and announced loan requirement changed to 100% grant funding. No action taken by the Board.

C. TIME SCHEDULE ORDER (TSO) AND GRANT APPLICATION FOR SEWER TREATMENT PLANT

- FWD Engineer reported status of grant application approval to the Board.

D. PRV REPLACEMENT OPTIONS

- GM and FWD Engineer provided status on work progress and issues encountered. No action taken by the Board.

E. LIFT STATION VFD ELECTRICAL UPGRADE

- GM and FWD Engineer provided an update of resolving the VFD issues and status on the progress work schedule. No action taken by the Board.

F. DIRECTOR'S TRAINING

- Director Griffith completed Ethics Training.
- Directors will complete additional training on Brown Act and Public Records Act, required by ACWA/JPIA.

- G. GROUNDWATER MONITORING AT THE FORESTVILLE YOUTH PARK
 - FWD Engineer reported on the progress of approval from both the State Resources Control Board and Sonoma County Permit Department and provided the work schedule plan. No action taken by the Board.
- H. DISTRICT GOAL UPDATES
 - Board Clerk provided status on the variety of projects FWD staff is working on. No action taken by the Board.
 - The Board instructed the Board Clerk to add By-laws to May '22 agenda.
- I. NEW WATER RATE STRUCTURE
 - The sub-committee will meet Apr. 19, 2022 @ 10 am.
- J. WATER CONSERVATION
 - GM Lopes provided current usage and shared ACWA Advisory on the expansion of the Governor's Conservation Executive Order. No action taken by the Board.
- K. ACCESSORY DWELLING UNIT POLICY
 - Legal advised the Board on the laws for connection fees and bi-monthly charges.
 - Board instructed FWD Staff draft the policy including a flowchart.
- L. SERVICE AGREEMENT
 - FWD Staff is making further revisions before submitting to Legal for review. No actions taken by the Board.
- M. GENERAL MANAGER EVALUATION PROCESS
 - **MOTION** made by Director Hughes, seconded by Director Griffith, and passed 5-0-0 to approve establishing a sub-committee (Directors McDermott and Monroe) for the General Manager evaluation process.
- N. CORRESPONDENCE
 - No requests or instructions were given for the four pieces of correspondence provided in the board packet.
- IX. DISTRICT ENGINEER MONTHLY REPORT**
 - FWD Engineer provided current updates for "Water" and "Wastewater" projects in order as listed on Agenda.
- X. GENERAL MANAGER MONTHLY REPORT**
 - GM Lopes provided current updates for "Water" and "Wastewater" operations and projects.
- XI. GRATON/FWD SUB-COMMITTEE REPORT**
 - Director McDermott will reach out to the new acting President for Graton.
- XII. DIRECTORS' REPORT AND CALL FOR FUTURE AGENDA ITEMS**
 - No requests for future agendas.
- XIII. ADJOURNMENT**
 - **MOTION** made by Director Hughes, seconded by Director Griffith, and passed 5-0-0 to adjourn at 7:15 p.m.

APPROVED: April 12, 2022

Submitted by: _____
Dawn Leith, Interim Board Clerk

BY FWD BOARD OF DIRECTORS:

X _____ X _____ X _____