



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

Date: **Tuesday, September 13, 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: Aldridge, Griffith, McDermott, Monroe, and Stuart.

OTHERS PRESENT: GM- Tony Lopes, FWD Legal Counsel - Martin Hirsch, FWD Engineer – Dave Coleman, Board Clerk - Dawn Leith, Jacque Braziel, Mitch Genser, and Suzanne Ash (ASR-A) and Noelle Johnson (ASR-B)

III. APPROVAL OF AGENDA

- **MOTION** made by Director Griffith, seconded by Director Monroe, and passed 5-0-0 to approve

IV. STATEMENT OF ABSTENTION: None

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

VI. CONSENT ITEMS:

- **MOTION** made by Director Monroe, seconded by Director Stuart, and passed 5-0-0 to approve Financial Reports for August 2022.
- **MOTION** made by Director Monroe, seconded by Director Stuart, and passed 5-0-0 to approve Minutes for August 13, 2022, Regular Board Meeting.

VII. PUBLIC HEARING (No public hearing tonight)

VIII. ACTION ITEMS

A. PROPOSED SKATE PARK LOCATION

- **MOTION** made by Director Stuart, seconded by Director Aldridge, and passed 5-0-0 to table until October meeting.

B. WATER CONSERVATION

- **MOTION** made by Director McDermott, seconded by Director Griffith, and passed 5-0-0 to table to October meeting.
- GM Lopes provided an update of the recent water conservation statistics for the District along with reviewed drought articles and alerts with the Board. Website shared:
https://www.savingwaterpartnership.org/programs_list/sonoma-county-rainwater-harvesting/

C. WATER METER REPLACEMENT

- GM Lopes gave an overview of the water loss and benefits of the District moving forward with updating the meters and meter read software. No action was taken by the Board.

D. CONTINUANCE OF TELECONFERENCING/RESOLUTION 413(k)

- **MOTION** made by Director Monroe, seconded by Director Griffith, and passed 5-0-0 to approve Resolution 413(k) as presented.

E. FISCAL YEAR 2021-2022 SHARED COSTS

- **MOTION** made by Director Aldridge, seconded by Director Monroe, and passed 5-0-0 to approve Sewer Operations reimbursing Water Operations in the amount of \$449,794.40 for Fiscal Year 2021-2022 shared costs.

F. RECYCLE WATER REVENUES

- **MOTION** made by Director Monroe, seconded by Director Aldridge, and passed 5-0-0 to approve Water Operations to pay \$46,146.08, to the Sewer Operations for Fiscal Year 2021-2022's Recycled Water Revenues

- G. RECYCLE WATER TRUCK FILL STATION
 - GM Provided an update on the status for Drinking Water Department's approval for the truck fill station. No action was taken by the Board.
- H. ADOPTION OF FY 2022-2023 FINAL BUDGETS
 - **MOTION** made by Director Stuart, seconded by Director Aldridge, and passed 5-0-0 to approve the final adoption of the Water and Sewer Operations' budgets for the Fiscal Year 2022-2023 as presented including updates.
- I. 2018 SEWER IMPROVEMENT PROJECT
 - GM Lopes confirmed receipt of three grant disbursement checks for the project. FWD Engineer brief the Board on the status for the Conor Court/Packinghouse and Forestville Elementary School's sewer lines. No action was taken by the Board.
- J. TIME SCHEDULE ORDER AND GRANT APPLICATION FOR SEWER TREATMENT PLANT
 - No new updates on the TSO project or grant application. GM Lopes advised permit expiring within one year and actions that need to be completed for the renewal process. No action was taken by the Board.
- K. PRV REPLACEMENT OPTIONS
 - Board instructed GM Lopes to follow up with Piazza in writing to express need to finish the job or cancel the contract.
- L. SEWER FORCE MAIN PROJECT
 - **MOTION** made by Director Stuart, seconded by Director Aldridge, and passed 5-0-0 to approve GM Lopes to make an emergency purchase of an additional pump.
- M. INTERIM WASTEWATER SERVICE AGREEMENT
 - GM Lopes briefed the Board on the service agreement negotiation meeting with Sonoma Water. No action was taken by the Board.
- N. NEW WATER RATE STRUCTURE
 - No new updates to report. No action was taken by the Board.
- O. NOVEMBER 2022 CONSOLIDATED ELECTION
 - **MOTION** made by Director Stuart, seconded by Director Griffith, and passed 5-0-0 to approve creating a subcommittee (Director Monroe and Aldridge) to solicit applicants for consideration as recommended candidates for the board vacancy.
 - The Board instructed Board Clerk to post Notice of Vacancy with deadline of 9/28/22.
- P. DIRECTOR'S TRAINING
 - The Board Clerk reviewed upcoming mandatory training and other training opportunities. No action was taken by the Board.
- Q. DISTRICT GOAL UPDATES
 - The Board Clerk briefed the Board the status on current projects. No action was taken by the Board.
- R. EXTERNAL DISTRICT AUDIT
 - **MOTION** made by Director Aldridge, seconded by Director Stuart, and passed 5-0-0 to table to the October meeting.
- S. ESTABLISHING BYLAWS
 - **MOTION** made by Director McDermott, seconded by Director Stuart, and passed 5-0-0 to approve McDermott to be on the subcommittee.
- T. BOARD PACKET DEADLINES
 - Board packet submission deadline established - 8 days prior to board meeting.
- U. CORRESPONDENCE
 - No requests or instructions were given for the ten (10) pieces of correspondence provided in the board packet.

V. CLOSED SESSION (Gov't. Code #54957.6) EMPLOYEE SALARIES AND BENEFITS

- **Adjourned** to Closed Session at 8:45 p.m.: Directors Aldridge, Griffith, McDermott, Monroe, and Stuart, GM Lopes, FWD Engineer-Coleman and FWD Counsel-Hirsch.
- **Reconvened** to Open Session at 9:00 p.m., and the Board announced the following:
- **Statement:** The Board will have a Special Meeting on Monday, September 19, 2022 @ 5:30 p.m. via Zoom.

W. CLOSED SESSION (Gov't. Code #54957) GM PERFORMANCE EVALUATION

- **Adjourned** to Closed Session at 9:00 p.m.: Directors Aldridge, Griffith, McDermott, Monroe, and Stuart, FWD Engineer-Coleman and FWD Counsel-Hirsch.
- **Reconvened** to Open Session at 9:28 p.m., and the Board announced the following:
- **Statement:** Table until the Special Meeting on Monday, September 19, 2022.

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

- Sub-Committee met on Aug. 23, 2022, to further discuss the recycled water pipeline agreement between the two districts.

XII. DIRECTORS' REPORT AND CALL FOR FUTURE AGENDA ITEMS

- Create ASR for Subcommittee - Review of Ordinances & Resolutions.

XIII. ADJOURNMENT

- **MOTION** made by Director Griffith, seconded by Director Stuart, and passed 5-0-0 to adjourn at 9:40 p.m.

APPROVED: October 11, 2022