

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

Date: **Tuesday, November 9, 2021**

Time: **5:30 PM**

Location: **Videoconference via Zoom**

I. CALL TO ORDER at 5:34 p.m.

II. ROLL CALL

DIRECTORS PRESENT: Directors - Aldridge, Akins, Hughes, McDermott, and Monroe

OTHERS PRESENT: GM- Tony Lopes, FWD Legal Counsel - Martin Hirsch, FWD Engineer - Dave Coleman/BRCE, Interim Board Clerk - Dawn Leith, 2 (two) members of the public and 2 (two) Umpqua Bank representatives.

III. APPROVAL OF AGENDA

- **MOTION** made by Director Aldridge, seconded by Director Hughes, and passed 5-0-0 to approve the agenda as presented.

IV. STATEMENT OF ABSTENTION

- McDermott – ASR I

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

VI. CONSENT ITEMS

1. Approval of Resolution 413(a) for the December 2021 board meeting to be held as video conference under AB 361.
 - **MOTION** made by Director Hughes, seconded by Director Monroe, and passed 5-0-0 to approve Resolution 413(a) for the December 2021 board meeting to be held as video conference under AB 361.
2. Approval of Financial Reports for October 2021
 - **MOTION** made by Director Hughes, seconded by Director Akins, and passed 5-0-0 to approve the Financial Reports for October 2021.
3. Approval of Minutes for October 12, 2021, Regular Board Meeting
 - **MOTION** made by Director Akins, seconded by Director Hughes, and passed 5-0-0 to approve minutes as presented for the October 12, 2021, Regular Board Meeting.

VII. PUBLIC HEARING (No public hearing tonight)

VIII. ACTION ITEMS

- A. REQUEST FOR REDUCTION ON FY 2021-22 SEWER DIRECT CHARGES
 - **MOTION** made by Director Akins, seconded by Director Hughes, and passed 5-0-0 to approve crediting Food for Thought future FY 2022-23 at FY 2020-21 rate plus 6% for inflation.
- B. TRANSFERRING INVESTMENTS FROM JP MORGAN
 - **TABLED** Until December's board meeting to allow more time for the Directors to review the information provided.
 - Umpqua conducted a presentation of potential investment options.
- C. GRANT APPLICATION FOR 2018 SEWER IMPROVEMENT PROJECT
 - Design front of the project, BRCE working with Caltrans on the crossing of CA-Hwy 116.
 - Forestville Ln – BRCE working with PG&E on the two gas lines that are in the area of work.
 - Segment off First St towards Covey – Need to reach out to the customer whose fence has encroached the easement for the sewer main.
- D. TIME SCHEDULE ORDER (TSO) AND GRANT APPLICATION FOR SEWER TREATMENT PLANT

- Gabriel/Project Manager needs more information, including budget adjustments based on inflation. Estimated completion date of December 31, 2023, with final disbursement June 2024, if the agreement is fully executed by March 2022.
- E. PRV REPLACEMENT OPTIONS
- Piazza installed the valve spring to the PRV assembly on November 5, 2021.
 - Piazza will begin work online stop @ Anderson/Covey on November 15, 2021.
- F. SCADA SYSTEM UPGRADES
- GM Lopes and Cory/ LPO met with David Coleman/BRCE to show him the SCADA pumping trends for the Mirabel Lift Station. It was determined that the next step would be to reinstall the VFD with the relays and conductors to see if it will remedy the problem of wiring.
 - Twin Electrics provided a verbal proposal for approximately \$5,000.00 and will have the formal proposal in a few days to GM Lopes.
- G. DIRECTOR'S TRAINING
- No new trainings to report.
- H. MIRABEL LIFT STATION ACCESS AND LAND RIGHTS
- No new updates
- I. GROUNDWATER MONITORING AT THE FORESTVILLE YOUTH PARK (FYP)
- The potholing is scheduled to begin tentatively next week.
- J. DISTRICT GOAL UPDATES
- The Board Clerk will be updating the list of goals
- K. NEW WATER RATE STRUCTURE
- The subcommittee will email some adjustments for BRCE to make on the module.
- L. BOARD DIRECTOR APPOINTMENT
- The appointment will be on the Board of Supervisors' November 16, 2021's agenda for approval.
- M. WATER CONSERVATION SUB-COMMITTEE
- Sonoma Water – water usage down 20.1% less from last month and 30.1% less from October of 2020. Residual Intrusion & Infiltration is still not being seen because the ground is still too dry & with CA still in a drought, it's important to encourage everyone to continue conservation.
- N. MANDATORY TRAINING - RECYCLED WATER CUSTOMERS
- GM Lopes will conduct the training 100% virtual.
- O. POTABLE WATER SURPLUS TRANSFER TO RECYCLED WATER SERVICE
- GM Lopes is working on contracts to be ready by December.
- P. NEW SERVICE TRUCK
- No new updates to report.
- Q. PRELIMINARY BUDGET AD-HOC COMMITTEE
- FWD Staff meeting November 18, 2021, to review data for November 23, 2021, Sub-committee's meeting.
- R. CORRESPONDENCE
- There was no correspondence received for the November board meeting.
- S. CLOSED SESSION (under Gov't code #54956.9(b)(1)): LITIGATION
- **Adjourned** to Closed Session at 6:57 p.m.
 - **Reconvened** to Open Session at 6:59 p.m.
 - **Statement:** Legal counsel updated the Board. Item will be taken off the agenda until further notice.
- 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.
 - GM Lopes will be out on Sick Leave starting December 2, 2021. Recovery time is approximately 4-5 weeks, but he plans to work from home & be available by December 9, 2021.
- XI. GRATON/FWD SUB-COMMITTEE REPORT**

- The next meeting is scheduled for Dec. 2, 2021, via zoom.

XII. DIRECTORS' REPORT AND CALL FOR FUTURE AGENDA ITEMS

- Appreciations were expressed to Director Akins for serving on the Board for the past 18 months.

XIII. ADJOURNMENT

- **MOTION** made by Director Akins, seconded by Director Hughes, and passed 5-0-0 to adjourn at 7:15 p.m.

APPROVED: December 14, 2021