

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

Date: **Tuesday, September 12, 2023**

Time: **5:30 PM**

Location: **Forestville Youth Park Community Meeting Room-6935 Mirabel Rd. Forestville, CA 95436**

I. CALL TO ORDER at 5:30 p.m. by Chair McDermott

II. ROLL CALL

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

OTHERS PRESENT: GM- Tony Lopes, Board Clerk - Dawn Leith, District Legal Counsel - Martin Hirsch, and District Engineer Consultant - Dave Coleman/Brelje & Race Consulting Engineers (BRCE).

III. APPROVAL OF AGENDA

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

IV. STATEMENT OF ABSTENTION: None

V. PUBLIC COMMENT: None

VI. CONSENT ITEMS:

- **MOTION** was made by Director Monroe, seconded by Director Stapleton, and passed 4-0-1 to approve Financial Reports for August 2023.
- **MOTION** was made by Director Stuart, seconded by Director Monroe, and passed 4-0-1 to approve Minutes for August 8, 2023, Regular Board Meeting and Special Board Meetings, August 24, 2023 & August 31, 2023.

VII. PUBLIC HEARING: No public hearing tonight

VIII. ACTION ITEMS

A. GRANT OPPORTUNITIES

- GM Lopes and individual Directors discussed grant opportunities and current grant submissions.

B. 2018 SEWER IMPROVEMENT PROJECT

- GM Lopes and District Engineer provided updates to the Board. The Board took no action.

C. PRV REPLACEMENT OPTIONS

- GM Lopes and District Engineer reviewed options with the Board. Board. The Board took no action.

D. SEWER FORCE MAIN PROJECT/LIFT STATION VFD ELECTRICAL UPGRADE

- **MOTION** was made by Director Griffith, seconded by Director Stuart, and passed 4-0-1 to approve awarding the Sewer Force Main Project to Piazza and not to exceed thirty-eight thousand dollars (\$38,000.00).

E. SONOMA COUNTY PEDESTRIAN IMPROVEMENT PROJECT

- The District Engineer received communication from the County to coordinate of combining District's and County's projects to be done simultaneously. The Board took no action.

F. SONOMA COUNTY HOUSING PROJECT

- No new updates. The Board took no action.

G. NEW WATER RATE STRUCTURE

- Director Monroe will work with District's legal counsel on the Notice of Public Hearing.

H. SEWER FACILITIES MAINTENANCE SERVICES CONTRACT

- **MOTION** was made by Director Stuart, seconded by Director Griffith, and passed 4-0-1 to approve awarding service contracts to both submissions and not to exceed forty thousand (\$40,000.00) per year.
- I. SEWER'S SOLAR PROJECT RECYCLED WATER MAIN
- District Legal Counsel instructed to redline contract and submit back to SiteLogIQ.
- J. OPERATIONS PROJECTS GOALS
- No new updates. The Board took no action.
- K. FWD/GCSD RECYCLED WATER MAIN
- The board instructed FWD staff to submit a copy of the invoice to Graton's Board of Directors to review and consider approving sharing cost of repair.
- L. REIMBURSED SHARED COSTS
- **MOTION** was made by Director Griffith, seconded by Director Stapleton, and passed 4-0-1 to approve Sewer Operations to reimburse Water Operations ninety-nine thousand one hundred eleven dollars and three cents (\$99,111.03) for Fiscal Year 2022-23 shared costs.
- M. ACCESSING INVESTMENTS AND SEWER ACCOUNT
- **MOTION** was made by Director Monroe, seconded by Director Stuart, and passed 4-0-1 to approve transferring funds from Sonoma County; one hundred eighty thousand dollars (\$180,000.00) from Sewer investment account and four hundred thousand dollars (\$400,000.00) from Water investment account.
 - District Legal Counsel to review and amend current policies to match law.
- N. WATER CONSERVATION
- FWD staff to draft amendments present tonight to be approved at October's regular board meeting.
- O. WATER METER REPLACEMENT
- GM Lopes provided progress on the project. The Board took no action.
- P. GM SUCCESSION SUBCOMMITTEE
- Subcommittee to make the edits as discussed to the solicitation ad.
- Q. GM ORIENTATION LIST
- GM Lopes is still working on compiling. The Board took no action.
- R. EXTERNAL DISTRICT AUDIT
- Audit is rescheduled for the last week of September. The Board took no action.
- S. DIRECTOR'S TRAINING
- All Directors and GM must complete the two-hour Sexual Harassment training immediately. The Board took no action.
- T. STORAGE CONTAINER SPACE
- District Legal Counsel instructed to draft contract including release of any liability of the District.
- U. ADOPTION OF FY 2022-2023 FINAL BUDGETS
- Postponed to October's regular board meeting to allow GM to update budget to include Fiscal Year 2022-23 unadjusted actuals. The Board took no action.
- V. CORRESPONDENCE
- No requests or instructions were given for the two (2) pieces of correspondence provided in the board packet.
- IX. DISTRICT ENGINEER MONTHLY REPORT**
- Ground water sampling will be conducted September 19, 2023. The Board took no action.
- X. GENERAL MANAGER MONTHLY REPORT**
- GM Lopes provided current updates for "Water" and "Wastewater" operations. The Board took no action.
- XI. GRATON/FWD SUB-COMMITTEE REPORT**
- Director McDermott provided a general overview of topics discussed at the Special Meeting with Graton.
- XII. DIRECTORS' REPORT AND CALL FOR FUTURE AGENDA ITEMS**

- Opened discussion regarding Farmhouse purchase, planned expansion and connecting to FWD sewer.
- Directors expressed gratitude to each other & staff for all the past support on community outreach and projects.

XIII. ADJOURNMENT

- **MOTION** made by Director Griffith, seconded by Director Stapleton, and passed 4-0-1 to adjourn at 9:16 p.m.

APPROVED: October 10, 2023