



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

Date: **Tuesday, August 9, 2022**

Time: **5:30 PM**

Location: **Videoconference via Zoom**

I. CALL TO ORDER at 5:32 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, and Board Clerk - Dawn Leith

III. APPROVAL OF AGENDA

- **MOTION** made by Director Stuart, seconded by Director Monroe, and passed 4-0-1 to approve

IV. STATEMENT OF ABSTENTION: McDermott - E

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

VI. CONSENT ITEMS:

- **MOTION** made by Director Monroe, seconded by Director Stuart, and passed 4-0-1 to approve Resolution 413(j)

Director Griffith joined the meeting at 5:34 p.m.

- **MOTION** made by Director Stuart, seconded by Director Aldridge, and passed 5-0-0 to approve Financial Reports for July 2022.
- **MOTION** made by Director Stuart, seconded by Director Aldridge, and passed 5-0-0 to approve Minutes for July 12, 2022, Regular Board Meeting & July 19, 2022, Special Board Meeting.

VII. PUBLIC HEARING (No public hearing tonight)

VIII. ACTION ITEMS

Legal counsel reminded the Board of the Brown Act for agenda topics and group emails (use BCC & note do not reply all)

A. 2018 SEWER IMPROVEMENT PROJECT

- FWD Engineer reviewed status on encroachment of private properties and right-away for the County along the areas of phase one's scope of work and prospective problem areas and possible solutions. No action was taken by the Board.

B. TIME SCHEDULE ORDER AND GRANT APPLICATION FOR SEWER TREATMENT PLANT

- No new updates on the TSO project or grant application. No action was taken by the Board.

C. PRV REPLACEMENT OPTIONS

- FWD Engineer updated the Board on work status, Piazza's concern, and delays of completion with the project. No action was taken by the Board.

D. SEWER FORCE MAIN PROJECT

- GM and FWD Engineer blow off replacement drafted and pressure testing once pump is back from repair. No action was taken by the Board.

E. GROUNDWATER MONITORING AT THE FORESTVILLE YOUTH PARK

- Board Clerk to remove item off the agenda and GM will report results in the GM report.

F. INTERIM WASTEWATER SERVICE AGREEMENT

- **MOTION** made by Director Stuart, seconded by Director Monroe, and passed 5-0-0 to approve to continue further assessments and negotiations.

G. REBATE PROGRAM

- **MOTION** made by Director Stuart, seconded by Director Aldridge, and passed 5-0-0 to approve combining action item "Rebate Program" with "Water Conservation" action item.

- H. WATER CONSERVATION
 - **MOTION** made by Director Stuart, seconded by Director Griffith, and passed 5-0-0 to approve creating a new subcommittee and appointing Directors Stuart and Griffith to serve on the committee.
- I. NEW WATER RATE STRUCTURE
 - No new updates to report. No action was taken by the Board.
- J. NOVEMBER 2022 CONSOLIDATED ELECTION
 - Board Clerk reminded incumbents to file by this Friday, August 12, 2022. No action was taken by the Board.
- K. DIRECTOR'S TRAINING
 - The Board Clerk reviewed upcoming mandatory training and other training opportunities. No action was taken by the Board.
- L. DISTRICT GOAL UPDATES
 - The Board Clerk briefed the Board the status on current projects. No action was taken by the Board.
- M. USDA SEWER LOANS
 - GM provided final update on the refinance and closing of the USDA loans. No action was taken by the Board.
- N. 2022 BIENNIAL NOTICE
 - **MOTION** made by Director Stuart, seconded by Director Aldridge, and passed 5-0-0 to approve Resolution #420 as presented.
- O. VEHICLE POLICY
 - **MOTION** made by Director Aldridge, seconded by Director Stuart, and passed 5-0-0 to approve adding the addendum to the Employee Handbook.
- P. HOLIDAY POLICY
 - **MOTION** made by Director Stuart, seconded by Director Monroe, and passed 5-0-0 to approve adding June 19 "Juneteenth" as a paid holiday, commencing June 19, 2023.
- Q. EXTERNAL DISTRICT AUDIT
 - The Board directed Director McDermott to obtain a fourth quote that will provide onsite audit.
- R. RESOLUTION 419-AMENDING RESOLUTION 408 (TREASURER)
 - **MOTION** made by Director Aldridge seconded by Director Stuart and passed 5-0-0 to approve Resolution #419 as presented.
- S. ESTABLISHING BYLAWS
 - **MOTION** made by Director Stuart seconded by Director Griffith and passed 5-0-0 to approve creating an Ad-HOC committee and appointing Director Stuart to work with Board Clerk on the creation of district bylaws.
- T. CORRESPONDENCE
 - No requests or instructions were given for the two (2) pieces of correspondence provided in the board packet.
- U. CLOSED SESSION (Gov't. Code #54957) GM PERFORMANCE EVALUATION
 - **Adjourned** to Closed Session at 8:00 p.m.: Directors Aldridge, Griffith, McDermott, Monroe, and Stuart, and FWD Counsel-Hirsch.
 - **Reconvened** to Open Session at 8:14 p.m., and the Board announced the following:
 - **Statement:** Board has given further instructions to the subcommittee and will be tabled until next month.
- 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

- **MOTION** made by Director Stuart seconded by Director Griffith and passed 5-0-0 to approve appointing Director Monroe to serve on the Graton/FWD subcommittee.

XII. DIRECTORS' REPORT AND CALL FOR FUTURE AGENDA ITEMS

- Create ASR for Recycled Water Fill Station. No action was taken by the Board.

XIII. ADJOURNMENT

- **MOTION** made by Director Stuart, seconded by Director Griffith, and passed 5-0-0 to adjourn at 8:19 p.m.

APPROVED: September 13, 2022