

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

Date: **Tuesday, April 11, 2023**

Time: **5:30 PM**

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

I. CALL TO ORDER at 5:37 p.m. by Chair McDermott

II. ROLL CALL

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

OTHERS PRESENT: GM- Tony Lopes, Board Clerk - Dawn Leith, FWD Legal Counsel - Martin Hirsch, and FWD Engineer Consultant - Dave Coleman.

III. APPROVAL OF AGENDA

- **MOTION** was made by Director Monroe, seconded by Director Stapleton, and passed 3-0-2 to approve the agenda with request to move moving IX. District Engineer Report before ASR "Q"-Closed Session.

IV. STATEMENT OF ABSTENTION: None

V. PUBLIC COMMENT: None

VI. CONSENT ITEMS:

- **MOTION** was made by Director Monroe, seconded by Director Griffith, and passed 3-0-2 to approve Financial Reports for March 2023.
- **MOTION** was made by Director Monroe, seconded by Director Stapleton, and passed 3-0-2 to approve Minutes for March 14, 2023, Regular Board Meeting with requested changes to ASR G-Recycled Water Truck Fill Station.

VII. PUBLIC HEARING (No public hearing tonight)

VIII. ACTION ITEMS

A. EXTERNAL DISTRICT AUDIT

- The Board instructed staff to move forward using Core Compliance for the audit and to schedule in May.

B. DIRECTOR'S TRAINING

- The Board Clerk updated the Board of due trainings. The Board took no action.

C. DISTRICT GOAL UPDATES

- The Board Clerk provided status on the variety of projects FWD staff is working on. The Board took no action.

D. 2018 SEWER IMPROVEMENT PROJECT

- GM Lopes gave an update on 4th quarter reimbursement and FWD Engineer briefed the Board of the progress on the project and increase of budget. The Board took no action.

E. PRV REPLACEMENT OPTIONS

- **MOTION** was made by Director Monroe, seconded by Director Griffith, and passed 3-0-2 to approve Change Order as presented with the revised contract amount of \$173,725.12 (increase of \$62,085.12 of original amount).

F. SEWER FORCE MAIN PROJECT

- **MOTION** was made by Director McDermott, seconded by Director Monroe, and passed 4-0-1 to approve continuing to move forward with BRCE to draft design plan for potholing and replace air release valves that need to be replaced and Miksis performing the potholing (not to exceed \$80,000.00) and after the inspection, the General Manager is to notify the Board of condition and whether it's a hazard (include cost of emergency repair) or if repairs do not constitute an emergency and need will go out for 3 bids.
- The Board instructed the General Manager to obtain 3 bids for the future sewer blow off valve replacement and the VFD upgrade at the MCC panel along obtaining a blanket encroachment permit with County of Sonoma.

- G. NEW WATER RATE STRUCTURE
 - **MOTION** was made by Director McDermott, seconded by Director Stapleton, and passed 4-0-1 to approve eleven percent (11%) rate increase to current water rate structure.
 - Subcommittee to meet April 18, 2023, at 2:30 p.m.
- H. RECYCLE WATER TRUCK FILL STATION
 - GM Lopes reviewed progress on the fill station project. The Board took no action.
- I. WATER CONSERVATION
 - GM Lopes provided an update of the recent water conservation statistics for the District and reviewed the Governor's new Executive Order for the drought. The Board took no action.
 - The sub-committee had no new updates to provide. No action was taken by the Board.
- J. GRANTS OPPORTUNITIES
 - GM advised that SitelogIQ is researching possible water grants. The Board took no action.
- K. DISTRICT'S MISSION AND VISION STATEMENTS
 - Postponed to April meeting.
- L. RUSSIAN RIVER ROTARY EVENT
 - The Board instructed GM to prepare an outline of topics to cover and the Board Clerk to order tablecloth with the district logo for the event.
- M. WATER OUTSIDE SERVICE AGREEMENT
 - **MOTION** was made by Director Monroe, seconded by Director Stapleton, and passed 3-0-2 to approve Outside Service Agreement and Resolution #424 as presented.
- N. SEWER FACILITIES MAINTENANCE SERVICES CONTRACT
 - The Board instructed GM to require Sonoma County provide the 90 days as outlined in the contract and to obtain in writing that Sonoma County will not be renewing the contract with the district.
- O. SEWER'S SOLAR PROJECT
 - **MOTION** was made by Director Griffith, seconded by Director Monroe, and passed 3-0-2 to approve Resolution #423 and Notice of Exemption subject of not committing until SitelogIQ provides evidence the district will be eligible for ECC grant and guarantee savings forecasts are accurate.
- P. CORRESPONDENCE
 - No requests or instructions were given for the four (4) pieces of correspondence provided in the board packet.
- Q. CLOSED SESSION (Gov't Code #54957 & 54957.6) GM PERFORMANCE EVALUATION
 - **Adjourned** to Closed Session at 8:10 p.m.: Directors Aldridge, Griffith, McDermott, and Monroe, GM Lopes and FWD Counsel-Hirsch.
 - **Reconvened** to Open Session at 9:45 p.m., and the Board announced the following:
 - **Statement:** Board will schedule a Special Meeting for April 20, 2023, at 6:30 p.m. and Director Monroe and Stapleton will meet with GM Lopes, April 14, 2023, at 11 a.m. to review the SOPs presented. The Board instructed the Board Clerk to print 5 full copies of the SOPs to be given to each Director.
- IX. DISTRICT ENGINEER MONTHLY REPORT
 - FWD Engineer provided current updates for "Water" and "Wastewater" projects in order as listed on Agenda.
 - Provided an outline of the five (5) years plan for CCTV of the sewer lines in accordance with a new future sewer facility maintenance.
- X. GENERAL MANAGER MONTHLY REPORT
 - GM Lopes provided current updates for "Water" and "Wastewater" operations.
- XI. GRATON/FWD SUB-COMMITTEE REPORT
 - The sub-committee to meet May 11, 2023, at 5:30 p.m.
- XII. DIRECTORS' REPORT AND CALL FOR FUTURE AGENDA ITEMS
 - Director McDermott will not be attending the May 9, 2023, regular board meeting.
- XIII. ADJOURNMENT
 - **MOTION** made by Director Monroe, seconded by Director Griffith, and passed 3-0-2 to adjourn at 10:06 p.m.