

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

Date: **Tuesday, September 10, 2024**

Time: **5:30 PM**

Location: **Forestville Water District Office-6530 Mirabel Rd. Forestville, CA 95436**

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

II. ROLL CALL

PRESENT: Directors McDermott, Monroe, and Stapleton. ABSENT: Directors Griffith & Stuart

OTHERS: Management Consultant- Chad Davisson, District Board Clerk– Dawn Leith (via phone), Legal Counsel - Martin Hirsch, Engineer Consultant – David Coleman/Brelje & Race Consulting Engineers (BRCE), and Michael Romeo-Public

III. APPROVAL OF AGENDA

- **MOTION** was made by Director Monroe, seconded by Director Stapleton, and passed 3-0-0 to approve agenda with changes of ASR order with moving ASR “N” after agenda Item XI.

IV. PUBLIC COMMENT: Michael Romeo provided a self-introduction to the Board.

V. CONSENT ITEMS:

1. August 2024 Financial Reports

- **MOTION** was made by Director Stapleton, seconded by Director Monroe, and passed 3-0-0 to approve August 2024 Financials as presented.

2. Minutes for August Regular Meeting

- **MOTION** was made by Director Monroe, seconded by Director Stapleton, and passed 3-0-0 to approve Minutes for August 13, 2024, with the correction to spelling of Director’s last name.

VI. BUSINESS BEFORE THE BOARD

A. APPROVE FY24-25 ADOPTED BUDGET SUMMARY FOR COUNTY OF SONOMA

- **MOTION** was made by Director Stapleton, seconded by Director Monroe, and passed 3-0-0 to

B. RECEIVE AN UPDATE ON THE TOTAL COMPENSATION STUDY EFFORT

- Ad-HOC scheduled to meet 9/30 @ 11 am. The Board took no action. The Board took no action.

C. REVIEW AND APPROVE MANAGING CONSULTANT INVOICE FOR THE PERIOD OF AUGUST 12, 2024 THROUGH SEPTEMBER 11, 2024

- **MOTION** was made by Director Stapleton, seconded by Director Monroe, and passed 3-0-0 to approve paying invoice for the period of August 12, 2024 through September 11, 2024.

D. RECEIVE AN UPDATE ON THE BOARD OF DIRECTORS’ BYLAWS

- Subcommittee meeting scheduled, Tues. 9/24/24 @ 10 AM to review redlines. The Board took no action.

E. RECEIVE AN UPDATE ON POTENTIAL GRANT OPPORTUNITIES FOR SEWER TREATMENT AND COLLECTION SYSTEM IMPROVEMENTS

- FWD Staff currently working on a grant opportunity with CRWA and in communication with State Water for leads of other grant opportunities. Director Monroe will reach out to another possible source for leads. The Board took no action.

F. RECEIVE AN UPDATE ON THE STATUS OF THE 2018 SEWER IMPROVEMENT PROJECT

- BRCE provided updated the Board of the status on completing VFA’s requirement. Board requested Project Schedule along with estimated reimbursement dates, etc.

G. RECEIVE AN UPDATE ON THE STATUS OF THE PRV REPLACEMENT PROJECT OPTIONS

- BRCE - #8 (Ellen) main PRV is functioning, small PRV not; estimate between three hundred to five hundred dollars (\$300-500) for necessary repairs to make small PRV functional, which is within FWD Staff’s authorization. The Board took no action.

H. RECEIVE AN UPDATE ON THE COVEY SEWER FORCE MAIN GRAVITY PROJECT

- BRCE provided an update on the status for project to be sent out for bid. The Board took no action.

I. INVESTMENT POLICY

- No new updates to provide currently. The Board took no action.

J. OPERATOR IN TRAINING PROGRAM

- Management Consultant presented an overview of the concept for a future OIT program. The Board took no action.

K. WATER CONSERVATION

- Management Consultant reviewed drought report & current water loss with the Board. The Board took no action.

L. DIRECTOR'S TRAINING

- FWD Staff will reach out to Board members who are due for mandatory training. The Board took no action.

M. FORESTVILLE YOUTH PARK POTABLE WATER RATES

- FWD Staff to review most recent contract to confirm current contract rate.

N. CLOSED SESSION GOV'T CODE 54957 – DISTRICT OFFICIALS PROVIDING COUNSEL

- **Adjourned** to Closed Session at 6:45 p.m.: Directors McDermott, Monroe, and Stapleton, Chad Davisson and Legal Counsel attended for the first 15 minutes.
- **Reconvened** to Open Session at 7:29 p.m., and the Board announced the following:
- **Statement:** The Board gave directions to the District Legal Counsel and the Board approved the extension of contract for the Management Consultant until November 13, 2024.

VII. DISTRICT ENGINEER MONTHLY REPORT

- District Engineer Consultant alerted the Board he suggests ensuring main at Trenton Rd.& Mirabel Rd jetting as priority at next jetting since it became clogged line & overflow out of the manhole. The Board took no action.

VIII. MANAGER CONSULTANT MONTHLY REPORT

- MANAGER CONSULTANT Davisson provided current updates for "Water" and "Wastewater" operations. The Board took no action.

IX. FWD/GRATON SUB-COMMITTEE REPORT

- The sub-committee meeting needs scheduled another meeting and will begin meeting on a regular basis. The Board took no action.

X. DIRECTORS' REPORT

- None

XI. CALL FOR FUTURE AGENDA ITEMS

- Chad's Performance & goals measures
- FWD/GCSD Consolidations of sewer operations pro's/con's

XII. ADJOURNMENT

- **MOTION** made by Director Stapleton, seconded by Director Monroe, and passed 3-0-0 to adjourn at 7:31 p.m.