

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

Date: **Tuesday, January 10, 2023**

Time: **5:30 PM**

Location: **Videoconference via Zoom**

I. CALL TO ORDER at 5:31 p.m. by Chair McDermott

II. ROLL CALL

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

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

IV. STATEMENT OF ABSTENTION: None

V. PUBLIC COMMENT: None

VI. CONSENT ITEMS:

- **MOTION** made by Director Monroe, seconded by Director Stuart, and passed 4-0-1 to approve Financial Reports for December 2022.
- **MOTION** made by Director Monroe, seconded by Director Stuart, and passed 4-0-1 to approve Minutes for December 13, 2022, Regular Board Meeting

VII. PUBLIC HEARING (No public hearing tonight)

VIII. ACTION ITEMS

A. 2022 CSDA BOARD CLERK CONFERENCE

- The Board Clerk provided an overview summary of attended training sessions. No action was taken by the Board.

B. ENFORCEMENT OF ORDINANCE 61

- The Board instructed FWD Staff to contact North Bay Realtor to request to speak at the meeting to inform agents of the ordinance.

C. RESOLUTION 413(o)-CONTINUANCE OF TELECONFERENCING

- **MOTION** made by Director Stuart, seconded by Director Griffith, and passed 4-0-1 to approve Resolution 413(o) as presented.

D. SERVICE AGREEMENTS

- **MOTION** made by Director Griffith, seconded by Director Stapleton, and passed 4-0-1 to approve new Service Agreements with the recommended changes.

E. DIRECTOR'S TRAINING

- The Board Clerk updated the Board of due trainings. No action was taken by the Board.

F. DISTRICT GOAL UPDATES

- The Board Clerk provided status on the variety of projects FWD staff is working on. No action was taken by the Board.

G. ESTABLISHING BYLAWS

- The Sub-committee had no new updates to report. No action was taken by the Board.

H. 2018 SEWER IMPROVEMENT PROJECT

- GM Lopes and FWD Engineer briefed the Board of the progress on the field work and the issue with the line servicing the elementary. No action was taken by the Board.

I. PRV REPLACEMENT OPTIONS

- GM Lopes gave outline of actions taken to get project rescheduled. No action was taken by the Board.

- J. SEWER FORCE MAIN PROJECT
 - GM/FWD Engineer provided current stage on the project. No action was taken by the Board.
- K. EXTERNAL DISTRICT AUDIT
 - The Board Clerk provided the Board of the dates the audit will be conducted. No action was taken by the Board.
- L. NEW WATER RATE STRUCTURE
 - The sub-committee will meet at 10:30 am on January 24, 2023. No action was taken by the Board.
- M. PRELIMINARY BUDGET FY 2023-2024
 - The sub-committee will meet at 10:30 am on January 31, 2023. No action was taken by the Board.
- N. WATER METER REPLACEMENT
 - GM Lopes briefed the Board on the progress of the project. No action was taken by the Board.
- O. RECYCLE WATER TRUCK FILL STATION
 - GM Lopes announced that the State Water Resources Control Board approved the addendum allowing the recycle water fill station. No action was taken by the Board.
- P. WATER CONSERVATION
 - GM Lopes provided an update of the recent water conservation statistics for the District.
 - The sub-committee had no new updates to report to the Board. No action was taken by the Board.
- Q. GRANTS OPPORTUNITIES
 - The Board was notified of two grant writing trainings available. No action was taken by the Board.
- R. DISTRICT'S MISSION AND VISION STATEMENTS
 - The Board postponed to February 13, 2023 board meeting.
- S. LAFCO ELECTION
 - The Board postponed to February 13, 2023 board meeting.
- T. CORRESPONDENCE
 - No requests or instructions were given for the three (3) pieces of correspondence provided in the board packet.
- 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.
- XI. GRATON/FWD SUB-COMMITTEE REPORT**
 - Director McDermott will contact Chad to schedule a meeting. No action was taken by the Board.
- XII. DIRECTORS' REPORT AND CALL FOR FUTURE AGENDA ITEMS**
 - No reports provided or requests for future agendas.
- XIII. ADJOURNMENT**
 - **MOTION** made by Director Stuart, seconded by Director Stapleton, and passed 4-0-1 to adjourn at 8:11 p.m.

APPROVED: February 13, 2023