

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

Date: **Tuesday, December 14, 2021**

Time: **5:30 PM**

Location: **Videoconference via Zoom**

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

**II. ROLL CALL**

DIRECTORS PRESENT: Directors - Hughes, McDermott, and Monroe

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

**III. APPROVAL OF AGENDA**

- **MOTION** made by Director Hughes, seconded by Director Monroe, and passed 4-0-1 to approve the agenda with the change of moving ASR "A" before IV. Statement of Abstention.

**IV. STATEMENT OF ABSTENTION**

- McDermott – ASR M

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

**VI. CONSENT ITEMS**

- **MOTION** made by Director Griffith, seconded by Director Monroe, and passed 3-0-2 to approve Resolution 413(b) for the January 2022 board meeting to be held as video conference under AB 361.
- **MOTION** made by Director Monroe, seconded by Director Griffith, and passed 3-0-2 to approve the Financial Reports for November 2021.
- **MOTION** made by Director Monroe, seconded by Director Griffith, and passed 3-0-2 to approve minutes as presented for the November 9, 2021, Regular Board Meeting.

**VII. PUBLIC HEARING** (No public hearing tonight)

**VIII. ACTION ITEMS**

A. OATH OF OFFICE

- **SWORN IN** by General Manager, Tony Lopes; Ben Monroe and Steve Griffith

B. ELECT BOARD CHAIR AND VICE CHAIR

- **MOTION** made by Director McDermott, seconded by Director Griffith, and passed 3-0-2 to appoint Director Monroe as Vice Chair.
- **MOTION** made by Director Monroe, seconded by Director Griffith, and passed 3-0-2 to appoint Director McDermott as Chair.

C. CONFIRM ACWA/JPIA DESIGNATED REPRESENTATIVE FOR FWD

- **MOTION** made by Director Griffith, seconded by Director Monroe, and passed 3-0-2 to appoint Director McDermott as ACWA/JPIA Designated Representative for FWD.

D. TRANSFERRING INVESTMENTS FROM JP MORGAN

- **MOTION** made by Director Monroe, seconded by Director Griffith, and passed 3-0-2 to approve tabling the decision until January '22 when all Directors are present.

E. RESOLUTION #414 – UPDATE AUTHORIZED SIGNATURES

- **MOTION** made by Director Monroe, seconded by Director Griffith, and passed 3-0-2 to approve Resolution #414 as presented.

F. ANNUAL CONSTRUCTION CONTRACTS

- **MOTION** made by Director Monroe, seconded by Director Griffith, and passed 3-0-2 to approve Annual Construction Contracts for 2022.

G. GRANT APPLICATION FOR 2018 SEWER IMPROVEMENT PROJECT

- FWD Engineer described areas of concern and actions needed before starting the project.

- H. TIME SCHEDULE ORDER (TSO) AND GRANT APPLICATION FOR SEWER TREATMENT PLANT
    - No new updates to report.
  - I. PRV REPLACEMENT OPTIONS
    - Further additional work will be necessary for the project, and change order proposals will be presented to FWD by the contractor based on the engineer's request.
  - J. LIFT STATION VFD ELECTRICAL UPGRADE
    - VFD's were installed to the current Mirabel lift station pumps and are now working as planned and designed.
  - K. DIRECTOR'S TRAINING
    - Director Griffith to complete Ethics Training within the next 6 (six) months.
  - L. MIRABEL LIFT STATION ACCESS AND LAND RIGHTS
    - FWD Legal Counsel suggested working directly with Sonoma County's Legal.
  - M. GROUNDWATER MONITORING AT THE FORESTVILLE YOUTH PARK (FYP)
    - FWD Engineer briefed the Board on the current progress on the scope of work.
  - N. DISTRICT GOAL UPDATES
    - The Board Clerk updated goals along with the progress of each project.
  - O. NEW WATER RATE STRUCTURE
    - FWD Engineer will make the requested adjustments and provide findings to the Sub-Committee to report at January's meeting.
  - P. WATER CONSERVATION SUB-COMMITTEE
    - GM Lopes discussed current conservation efforts compared to prior month and last year's usage.
  - Q. POTABLE WATER SURPLUS TRANSFER TO RECYCLED WATER SERVICE
    - State Board has not provided any recent communication regarding the decision.
  - R. NEW SERVICE TRUCK
    - GM Lopes will research new venues as possibly additional options to purchase from.
  - S. FISCAL YEAR 2022-2023 PRELIMINARY BUDGET
    - Subcommittee had nothing to report.
  - T. CORRESPONDENCE
    - No requests or instructions were given for the three 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 and projects.
- XI. GRATON/FWD SUB-COMMITTEE REPORT**
- Dec. 2, 2021, meeting was cancelled and will be rescheduled later.
- XII. DIRECTORS' REPORT AND CALL FOR FUTURE AGENDA ITEMS**
- No requests for future agendas.
- XIII. ADJOURNMENT**
- **MOTION** made by Director Monroe, seconded by Director Griffith, and passed 3-0-2 to adjourn at 7:01 p.m.