

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

Date: **Tuesday, December 13, 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: 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 Griffith, seconded by Director Stuart, and passed 3-0-2 to approve the agenda as presented.

IV. STATEMENT OF ABSTENTION: None

V. PUBLIC COMMENT: None

VI. CONSENT ITEMS:

- **MOTION** made by Director Stuart, seconded by Director Monroe, and passed 3-0-2 to approve Financial Reports for November 2022.
- **MOTION** made by Director Monroe, seconded by Director Stuart, and passed 3-0-2 to approve Minutes for November 8, 2022, Regular Board Meeting

VII. PUBLIC HEARING (No public hearing tonight)

VIII. ACTION ITEMS

A. OATH OF OFFICE

- GM Lopes sworn in Directors McDermott, Stapleton, and Stuart.

B. ELECT BOARD CHAIR AND VICE CHAIR

- **MOTION** made by Director Griffith, seconded by Director Stuart, and passed 4-0-1 to approve Nomination of Director McDermott for Chairman and Director Monroe for Vice-Chairman.

C. ACWA/JPIA DESIGNATED REPRESENTATIVE

- **MOTION** made by Director Griffith, seconded by Director Stuart, and passed 4-0-1 to approve Nomination of Director McDermott for ACWA/JPIA Designated Representative.

D. RESOLUTION 413(n)-CONTINUANCE OF TELECONFERENCING

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

E. RESOLUTION #422 – UPDATE AUTHORIZED SIGNATURES

- **MOTION** made by Director Monroe, seconded by Director Griffith, and passed 4-0-1 to approve Resolution #422 as presented.

F. ANNUAL CONSTRUCTION CONTRACTS

- **MOTION** made by Director Griffith, seconded by Director Stuart, and passed 4-0-1 to approve the six (6) annual contracts as presented.

G. SERVICE AGREEMENT

- The Board Clerk provided the status of the new Service Agreement for owners and tenants. No action was taken by the Board.

H. DIRECTOR'S TRAINING

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

I. DISTRICT GOAL UPDATES

- The Board instructed Board Clerk to put Ordinance #61 on January's agenda.

- J. ESTABLISHING BYLAWS
 - The Board Clerk briefed the Board of the progress. No action was taken by the Board.
- K. 2018 SEWER IMPROVEMENT PROJECT
 - The Board gave instruction for the Engineer to proceed with his suggestions to resolve issues with right away easements and to include extension of purple pipe in scope of work and investigate the verbiage for the 10' line gate from Hwy 116 to Forestville Street.
- L. TIME SCHEDULE ORDER AND GRANT APPLICATION FOR SEWER TREATMENT PLANT
 - No new updates to provide. No action was taken by the Board.
- M. PRV REPLACEMENT OPTIONS
 - GM Lopes briefed the Board on Piazza's response of completing the project. No action was taken by the Board.
- N. SEWER FORCE MAIN PROJECT
 - GM and FWD Engineer brief the Board on the status of the project and less invasive approach of using ice pigging. No action was taken by the Board.
- O. EXTERNAL DISTRICT AUDIT
 - Board Clerk provided Audit schedule and reviewed process with the Board. No action was taken by the Board.
- P. NEW WATER RATE STRUCTURE
 - The Subcommittee will meet after the holidays. No action was taken by the Board.
- Q. PRELIMINARY BUDGET FY 2023-2024
 - The Subcommittee is meeting December 16, 2022. No action was taken by the Board.
- R. REVIEW OF ORDINANCES AND RESOLUTIONS
 - The Board gave instructions to move this item to the District Goal ASR until further notice.
- S. WATER METER REPLACEMENT
 - GM provided strategic plan for installation and disposal of old meters. No action was taken by the Board.
- T. RECYCLE WATER TRUCK FILL STATION
 - No new updates to provide. No action was taken by the Board.
- U. WATER CONSERVATION
 - **MOTION** made by Director Monroe, seconded by Director Stuart, and passed 4-0-1 approving to Rainwater mailer as presented.
- V. GRANTS OPPORTUNITIES
 - The Board & staff reviewed & discussed current opportunities for grants that would benefit the District for upgrades and alternate energy. No action was taken by the Board.
- W. DISTRICT'S MISSION AND VISION STATEMENTS
 - The Board discussed possible special meeting to do strategic planning.
- X. CORRESPONDENCE
 - Board instructed the Board Clerk to add Correspondence #3-LAFCO election to January 2023's agenda.
- IX. DISTRICT ENGINEER MONTHLY REPORT**
 - FWD Engineer provided current updates for "Water" and "Wastewater" projects in order as listed on Agenda and on the second round of groundwater testing at the Forestville Youth Park.
- X. GENERAL MANAGER MONTHLY REPORT**
 - GM Lopes provided current updates for "Water" and "Wastewater" operations and projects.
- XI. GRATON/FWD SUB-COMMITTEE REPORT**
 - No new updates to report. No action was taken by the Board.
- XII. DIRECTORS' REPORT AND CALL FOR FUTURE AGENDA ITEMS**
 - **MOTION** made by Director McDermott, seconded by Director Griffith, and passed 4-0-1 approving to change Feb. 14, 2023 monthly board meeting to Feb. 13, 2023.
 - Director Griffith expressed appreciation of Director McDermott's contribution to the board.

XIII. ADJOURNMENT

- **MOTION** made by Director Stuart, seconded by Director Monroe, and passed 4-0-1 to adjourn at 8:30 p.m.

APPROVED: January 10, 2023