



## CARMEL AREA WASTEWATER DISTRICT

# BOARD OF DIRECTORS REGULAR MEETING

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3945 Rio Road, Carmel, CA 93923 Ph (831) 624-1248  
Thursday, 9:00a.m., February 25, 2016

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## NOTICE & AGENDA

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### CALL TO ORDER - ROLL CALL

D'Ambrosio \_\_\_\_\_ Rachel \_\_\_\_\_ Siegfried \_\_\_\_\_ Townsend \_\_\_\_\_ White \_\_\_\_\_

### APPEARANCES, ORDERS OF BUSINESS & ANNOUNCEMENTS

- 1. *Appearances/Public Comments:*** Anyone wishing to address the Board on a matter not appearing on the agenda may do so now. Public comment shall be limited to 3 minutes per person. No action shall be taken on any item not appearing on the agenda. During consideration of any agenda item, public comment shall be limited to 3 minutes per person and will be allowed prior to Board action on the item under discussion.  
*Note: If you believe you possess any disability that would require special accommodations in order to attend this meeting, please call Carmel Area Wastewater District at 624-1248.*
- 2. *Agenda Changes:*** Any requests to move an item forward on the agenda will be considered at this time.

### INFORMATION/DISCUSSION ITEMS

- 3.** CWEA Monterey Bay Section Awards – Daryl Lauer, Supervisor of the Year – Ralph Stevens, Electrician of the Year – Trevor Weidner Holland, Lab Tech of the Year

*"" - indicates no board attachment or oral report*

*"e" - indicates a separate insert is enclosed*

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## **ACTION ITEMS BEFORE THE BOARD**

*Action Items consist of business which requires a vote by the Board. These items are acted upon in the following sequence: (1) Staff Report (2) Board Questions to Staff (3) Public Comments, and (4) Board Discussion and Action.*

## **CONSENT CALENDAR: APPROVAL OF MINUTES, FINANCIAL STATEMENTS AND MONTHLY REPORTS**

*The Consent Agenda consists of routine items for which Board approval can be taken with a single motion and vote. A Board Member may request that any item be placed on the Regular Agenda for separate consideration.*

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|------------|--|------------|
| <b>4.</b>  | Approve Regular Board Meeting Minutes of – January 28, 2016  | <b>002</b> |
| <b>5.</b>  | Receive and Accept Bank Statement Review – December 2015   | <b>010</b> |
| <b>6.</b>  | Receive and Accept Statement of Cash Receipts and Disbursements – January 2016                           | <b>012</b> |
| <b>7.</b>  | Approve Register of Disbursements - Carmel Area Wastewater District (CAWD) – January 2016                | <b>015</b> |
| <b>8.</b>  | Approve Register of Disbursements - Reclamation Project – January 2016                                   | <b>018</b> |
| <b>9.</b>  | Receive and Accept Financial Statements and Supplementary Schedules - January 2016                       | <b>019</b> |
| <b>10.</b> | Receive and Accept Collection System Superintendent’s Report – January 2016                              | <b>038</b> |
| <b>11.</b> | Receive and Accept Treatment Facility Operations Report – November 2015, December 2015, and January 2016 | <b>040</b> |
| <b>12.</b> | Receive and Accept Safety and Regulatory Compliance Report – January 2016                                | <b>046</b> |
| <b>13.</b> | Receive and Accept Laboratory/Environmental Compliance Report – January 2016                             | <b>048</b> |
| <b>14.</b> | Receive and Accept General Engineering Report- January 2016  | <b>050</b> |
| <b>15.</b> | Receive and Accept Capital Improvement Project Status Report – January 2016                              | <b>052</b> |
| <b>16.</b> | Receive and Accept Plant Operation Report – January 2016   | <b>056</b> |
| <b>17.</b> | Receive and Accept Maintenance Projects/Issues Status Report – February 2016                             | <b>059</b> |

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## **RESOLUTIONS/ORDINANCES**

- 18.** Resolution No. 2016-07; A Resolution Appointing Secretary and Secretary Pro Tem of the Carmel Area Wastewater District for a Term Commencing February 25, 2016 - Report written by General Manager Barbara Buikema **061**
- 19.** Resolution No. 2016-08; A Resolution Authorizing Execution of an Amendment to the Carmel Area Wastewater District Employee's Pension Trust – Report written by General Manager Barbara Buikema **063**
- 20.** Resolution No. 2016-09; A Resolution Rescinding Resolution 2015-50 and Authorizing the General Manager to Enter Into a Contract with Liberty Composting, Inc. for an Initial Rate of \$52/Ton for Biosolids Hauling and Reuse - Report written by General Manager Barbara Buikema and Principal Engineer Drew Lander **066**
- 21.** Resolution No. 2016-10; A Resolution Approving Plans and Specifications for Spot Repair of Damaged Sewer Lines and Authorizing Staff to Call for Bids for the Work Under the Heading "FY2015-2016 Collection System Sewer Line Repair Program" **079**

## **INFORMATION/DISCUSSION ITEMS**

- 22.** Construction Committee Meeting Report – February 12, 2016 – *written by General Manager Barbara Buikema* **083**
- 23.** Update on Phase I Cumulative Change Order Report dated 2-25-16– *written by General Manager Barbara Buikema* **160**
- 24.** Summary of Monterey County Treasurer Report dated 12-31-15– *written by General Manager Barbara Buikema* **162**
- 25.** Selection of Topics for CAWD Spring 2016 Newsletter - February 25, 2016 - *written by General Manager Barbara Buikema* **164**
- 26.** Pebble Beach Community Services District – Regular Board Meeting January 19, 2016 - *written by General Manager Barbara Buikema* **165**

## **STAFF & BOARD MEMBER REPORTS**

*Staff Reports include items for which verbal reports/presentation will be provided. If a specific presentation is planned, it will be listed and summary information may be included with the Agenda. Brief oral reports may be provided for items arising after the Agenda preparation. The Board may wish to ask questions or discuss a staff report, but no action is appropriate other than referral to staff, or request that a matter be set as a future Agenda Item.*

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## COMMUNICATIONS

27. General Manager's Report - *Oral Report by Barbara Buikema, General Manager*

28. Announcements on subjects of interest to the Board made by members of the Board or Staff

*Oral reports or announcements from Board President, Directors or staff concerning their activities and/or meetings or conferences attended.*

PBCSD Board Public Meeting Notice & Agenda – February 26, 2016 at 9:30a.m.

*Director Rachel is scheduled to attend. The next meeting is scheduled for March 25, 2016 at 9:30 a.m. and Director Ken White is scheduled to attend.*

Reclamation Management Committee Meeting - Friday, February 19, 2016 at 9:30 a.m.

*Directors Townsend and Siegfried are scheduled to attend.*

Special Districts Association of Monterey County - *The next meeting is scheduled for Tuesday, April 19, 2016 at 6:00 pm. and Director Townsend is scheduled to attend.*

**29. CLOSED SESSION:** *A closed session of the Board is not planned, but may be held if necessary for certain limited purposes authorized pursuant to California Government Code.*

## 30. ADJOURNMENT

*The next Regular Meeting will be held at 9:00 a.m., **Thursday, March 24, 2016** or an alternate acceptable date, in the Board Room of the District Office, 3945 Rio Road, Carmel, CA 93923.*

*NOTE: Staff reports and materials regarding these agenda items are available for public review Monday through Wednesday of the week immediately prior to the Board Meeting at the District Office or at [www.cawd.org](http://www.cawd.org). After staff reports have been distributed, if additional documents are produced by the District and provided to a majority of the Board regarding any item on the agenda, they will be available at the District Office during normal business hours. Documents distributed at the meeting will be made available in the same manner.*

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