



CARMEL AREA WASTEWATER DISTRICT

BOARD OF DIRECTORS

REGULAR MEETING

3945 Rio Road, Carmel, CA 93923

(831) 624-1248

Thursday, 9:30 a.m., January 23, 2014

NOTICE & AGENDA

CALL TO ORDER - ROLL CALL

D'Ambrosio _____ Paboojian _____ 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.*

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.

3.	Approve Regular Board Meeting Minutes of - December 12, 2013	3-13
4.	Receive and Accept Statement of Cash Receipts and Disbursements - November 2013	14-15
5.	Approve Register of Disbursements - Reclamation Project - November 2013	16-17
6.	Approve Register of Disbursements - CAWD - November 2013	18-20
7.	Receive and Accept Bank Statement Review - November 2013	21-22
8.	Receive and Accept Income Statement and Budget to Actual - November 2013	e
9.	Receive and Accept Collection System Supervisor's Report - December 2013	23-31e
10.	Receive and Accept Report on Treatment Plant Operations - November 2013	32-39
11.	Receive and Accept Safety Report - November/December 2013	40-43
12.	Receive and Accept Environmental Compliance Inspector's Report - November/December 2013	44-47
13.	Receive and Accept Engineer's Report-December 2013	48-51
14.	Receive and Accept Capital Improvement Project Status - December 2013	52-53
15.	Receive and Accept Summary of Retirement Pension Plan Trustees Meeting held December 12, 2013	54

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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.

RESOLUTIONS

- | | | |
|------------|---|--------------|
| 16. | Resolution No. 2014-01: Adopt A Resolution Selecting President And President Pro-Tem Of The Carmel Area Wastewater District For A Term Commencing, December 12, 2013 | 55-65 |
| 17. | Resolution No. 2014-02: Adopt A Resolution Authorizing (1)An Amendment To The 2013-2014 Budget To Transfer \$70,000.00 From The Capital Improvement Reserves To Fund Design Services For A Dissolved Air Flotation Thickener ("Daft"), And (2) These Design Services To Be Performed By Kennedy/Jenks | 66-72 |
| 18. | Resolution No. 2014-03: Adopt A Resolution (1) Acknowledging An Emergency Wastewater Disposal Condition At 26425 Via Petra Drive In Carmel, And (2) Determining To Allow Connection To District Sewer Services Prior To Completion Of Annexation Proceedings To Include Property At That Address In The District | 73-77 |
| 19. | Resolution No. 2014-05: Adopt A Resolution (1) Approving An Increase In District Legal Counsel's Hourly Rates For Non-Retainer Legal Services, And (2) Approving An Amendment To District Legal Counsel's Contract Of Employment To Reflect The Increased Rates | 78-85 |

OTHER ITEMS BEFORE THE BOARD

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|------------|--|--------------|
| 20. | Board Member Committee Assignments - 2014- Report by Board Secretary Dotty Hall | 86-87 |
| 21. | Carmel Lagoon Committee Formation-Report by General Manager Barbara Buikema | 88 |
| 22. | Employee Survey 2013 - Report from CSI Human Resources Group presented by Beth Ingram | 89*e |

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INFORMATION/DISCUSSION ITEMS

- | | | |
|------------|---|---------------|
| 23. | Maintenance Software Project Status - Report by Acting Plant Superintendent Kevin Young | * |
| 24. | Hearing Prevention Program Report - Report by Safety and Regulatory Compliance Administrator Joseph Gregory - Per Request of Director Robert Siegfried | 90-91 |
| 25. | Introduction of Matthew Bonacorso, new Plant Operator I | * |
| 26. | Congratulations to Robert Bowman, Collections Worker I for achieving his Collection System Maintenance Grade I certificate | * |
| 27. | 2014 - Form 700 Deadline & Netfile Training Date Reminder - Report by Board Secretary Dotty Hall | 92-93e |
| 28. | 2014 - AB 1234 Ethics Training Opportunity | 94 |

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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| 29. | General Manager's Report | * |
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COMMUNICATIONS

- | | |
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| 30. | Announcements on subjects of interest to the Board made by members of Board or staff. |
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A. Oral reports or announcements from Board President, Directors or staff concerning their activities and/or meetings or conferences attended.

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PBCSD Board Meeting - December 13, 2013

95-96

(Director White and General Manager Buikema attended; report written by General Manager Buikema)

PBCSD Board Meeting Agenda - January 31, 2014

Not Available

(Director D'Ambrosio is scheduled to attend. The next meeting is scheduled for February 28, 2014 and Director Siegfried is scheduled to attend)

Reclamation Management Committee Meeting - Friday, January 10, 2014

97

(Directors White and Siegfried attended; report written by General Manager Buikema)

Special Districts Association of Monterey County - Tuesday, January 21, 2014 at 6:00pm (President Townsend and General Manager Buikema attended)

ADJOURNMENT

The next Regular Meeting will be held at 9:30 a.m., Thursday February 27, 2014 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. 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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