

CALAVERAS PUBLIC UTILITY DISTRICT

January 11, 2011

Regular Meeting

7:00 P.M.

MEMBERS PRESENT: Dave Ortegel
Clifford Overmier
Robert Jaich
John Lavaroni
Charlie Moore

ALSO PRESENT: Donna Leatherman, District Manager
Ashley Lancaster, District Secretary

1. APPROVAL OF MINUTES AS MAILED:

A. REGULAR MEETING OF 12/14/10- A motion was made by Director Ortegel, seconded by Director Overmier that the Minutes of the Regular Meeting of December 14, 2010 be approved as mailed. Motion carried 5-0.

2. PUBLIC COMMENTS: None

3. REQUEST FOR BILLING ADJUSTMENT-GARIBALDI, ROBERT #1866: Customer had a large leak for second consecutive month and complained that District is altering pressure on his water lines. In an anticipation of a request for billing adjustment a motion was made by Director Lavaroni, seconded by Director Jaich to deny a request for billing adjustment. Motion carried 5-0.

4. TUTTLE PROPERTY CONVEYANCE: Manager reported the Title Company is finalizing paper work for conveyance of Tuttle's property.

5. COUNTY OF CALAVERAS JAIL AND ADULT DETENTION FACILITY: The first review of plans has been completed by District Engineer. Plans are to be reviewed by District staff and will follow up with a letter to Kitchell.

6. WATER PLAN SUBMITTAL, COUNTY OF CALAVERAS-NEW SAN ANDREAS COURT: Manager discussed e-mail from the State regarding water plans for the New Court. The plan was forwarded to the District Engineer for review and comments.

7. SCHAADS HYDRO: The Manager reported that letters to FERC regarding year end deadlines for security, dams, and annual requirement have been addressed. The cost of updating inundation maps is being determined.

A. UPDATE PART 12 REPORT: Manager reported that FERC has not formally replied to the acceptance of Mead & Hunt, however expect to soon. Information is being sent to Mead and Hunt in anticipation of the acceptance letter and to begin the Part 12 Inspection Report. Manager also discussed with Mead and Hunt the possibility to assist in the update of the inundation maps as part of FERC response to the District's August 2010 letter.

8. REVIEW/UPDATE- EMPLOYEE HANDBOOK

A. SECTION 3100.00 SUBSTANCE ABUSE POLICY: The Manager submitted a revised Substance Abuse policy, however would like to further review. The Board also suggested contacting ACWA/JPIA or CSDA to see that the policy is in compliance.

9. REVIEW AND APPROVAL OF DIRECTORS REPORT FOR DECEMBER 2010: A motion was made by Director Ortegel, seconded by Director Overmier to approve Directors Report for December 2010 as presented. Motion carried 5-0.

10. REVIEW AND APPROVAL OF CLAIM SUMMARY #627: A motion was made by Director Lavaroni, seconded by Director Overmier to approve Claim Summary #627 in the amount of \$82,374.92 as presented. Director Lavaroni further inquired about Hunnington National Bank and California Water Awareness. Motion carried 5-0.

11. MANAGERS COMMENTS:

A. MONTHLY STATUS REPORT: Manager reported crew has completed annual fire hydrant flow testing and hydro and compressor maintenance. Crew members have also repaired multiple leaks and completed customer service orders.

12. DIRECTORS COMMENTS:

A. Directors discussed policy regarding pressure, PRVs and installation requirements of such instruments.

B. Director Jaich commented on the average usage of District's customers.

C. Director's completed 700 forms.

13. PERSONNEL MATTERS:

A. JAMES MOE-PASSES T1 EXAM: Board of Directors congratulates James Moe on passing T1 test.

14. ADJOURNMENT (NEXT MEETING 2/8/11) - As there was no further business to come before the Board, the meeting was adjourned at 7:50pm.

Respectfully submitted,

Ashley Lancaster, District Secretary