

**CALAVERAS PUBLIC UTILITY DISTRICT**

**November 9, 2010**

**Regular Meeting**

**7:01 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 10/12/10- A motion was made by Director Lavaroni, seconded by Director Overmier that the Minutes of the Regular Meeting of October 12, 2010 be approved as mailed. Motion carried 5-0.

**2. PUBLIC COMMENTS:** None

3. CPPA MEMBER AGENCY INFORMATION: District is applying for a grant to install heating and air-conditioning in brick building at the warehouse. Manager mentioned the possibility of applying for a loan to purchase a backup generator at the Main Control Valve however not sure if it meets grant criteria.

CPPA annual members estimated cost savings was presented to the Board for informational purposed.

**4. SCHAAD'S HYDRO REPORT:**

A. HYDRO UPDATE- Nothing to report.

B. REVIEW AND APPROVAL OF PROPOSAL FOR FERC PART 12 UPDATE- Manager reported receiving two proposal for the Part 12 report. A motion was made by Director Overmier, seconded by Director Ortegel to accept the proposal from Mead and Hunt in the amount of \$26,000.00. Motion carried 5-0.

5. 2009/2010 ANNUAL AUDIT REPORT: The 2009/2010 Audit Report was mailed to the Board of Directors. Manager discussed discrepancy on MHSD balance of loan monies left on the books and agreed to research topic. Director Jaich commented on the findings and recommendations of the Auditor and asked if there should be some concern with those made. The Manager reported that we addressed most of the issues however, due to the size of the office staff some recommendations are not able to be addressed. A motion was made by Director Ortegel, seconded by Director Jaich to accept 2009/2010 Annual Audit Report. Motion carried 5-0.

6. INVESTMENT REPORT: A motion was made by Director Jaich, seconded by Director Overmier to accept the Investment Report as presented. Motion carried 5-0.

7. 1<sup>ST</sup> QUARTER BUDGET REPORT: A motion was made by Director Lavaroni, seconded by Director Jaich to approve the 1<sup>st</sup> Quarter Budget Report as presented. Motion carried 5-0

8. REVIEW AND APPROVAL OF THE DIRECTORS REPORT FOR OCTOBER 2010: A motion was made by Director Overmier, seconded by Director Jaich to approve Directors Report for October 2010 as presented. Motion carried 5-0.

9. REVIEW AND APPROVAL OF CLAIM SUMMARY #625: The Board discussed Department of Motor Vehicle fees and requested that we research the fees before approving payment of the \$69.00 to the DMV. A motion was made by Director Jaich, seconded by Director Ortegel to approve Claim Summary #625 in the adjusted amount of \$62,765.86. Motion carried 5-0.

10. MANAGERS COMMENTS:

A. STATUS REPORT: Manager reported miscellaneous leaks and repairs, including 2” steel water main repair at Treat Ave. and Hwy 49.

Manager also spoke of correspondence with Ward and Associates regarding surveying 9090 Sport Hill Road. Part of the residence was built on CPUD property and they are asking for the area to be conveyed back to the home owner. County requires a thirty foot (30’) set back from property line. The Board suggested that the District do a boundary line adjustment and that the District should not incur any cost for the property adjustment requested by Tuttle’s. The Manager also reported District will fence around water tank site once ownership changes.

Manager also spoke of her telephone conversation with the Regional Water Quality Control Board concerning a complaint they received regarding discharge water.

11. DIRECTORS COMMENTS:

A. Director Lavaroni inquired as to any updates on County Jail/Courthouse project.

B. Director Jaich suggested looking into Government Auctions for a back-up generator.

D. Director’s discussed employee request to purchase used tires from District. Director’s rejected request.

12. PERSONNEL MATTERS: None

13. ADJOURNMENT (NEXT MEETING 12/14/10): As there was no further business to come before the Board, the meeting was adjourned at 8:30pm.

Respectfully submitted,

Ashley Lancaster, District Secretary