

Board of Directors
Regular Meeting
12/10/20 at 6:00 p.m.
Minutes

The meeting was conducted in remote access format compliant with Executive Order N-29-20.

1. Convene

1.1. Call to Order and Roll Call

President Leishman called the meeting to order at 6:00 p.m.

Directors

Bill Ekwall

Wade Leishman

Chris Perri

Danny Reber

Ruth Stiles

Staff

Bob Bosso, Legal Counsel

Piret Harmon, General Manager

David McNair, Operations Manager

Nicholas Kurns, Finance & Customer Service Manager

Donna Paul, Assistant to General Manager

Associate Directors

Noelle Downing

Annie Finch (absent)

1.2. Pledge of Allegiance and Invocation

Director Perri led the pledge of allegiance and Director Reber provided the invocation.

1.3. Closed Session Report

President Leishman reported that price and terms for APN 022-601-05 was discussed and direction provided to the District's negotiator.

1.4. Additions/Deletions to the Agenda

None.

1.5. Oral Communications

None.

2. Presentation

None.

3. Administrative

3.1. Approval of Minutes

MOTION carried to approve the minutes of the 11/12/20 Regular Board Meeting by unanimous roll call vote.

3.2. Committee and other Agency Meeting Reports

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Executive & Public Affairs Committee (None.)

Finance & Personnel Committee 11/17/20

There was nothing further to add to the written report.

Water Resources & Engineering Committee 11/16/20

There was nothing further to add to the written report.

Interagency Committee 12/03/20

Director Reber reported that the agencies provided updates and General Manager Harmon added that the committee discussed its membership and objectives.

Santa Margarita Groundwater Agency (SMGWA) 11/16/20, 12/09/20

Director Perri and Director Stiles reported on the progress of the SMGWA on the development of the groundwater sustainability plan.

3.3. 2021 Board Meeting Schedule (start time)

The Board agreed to continue the 6:00 p.m. start as long as remote meetings continue.

3.4. 2021 Election of LAFCO Regular and Alternate Special District Members

The Board was informed about an upcoming vacancy on LAFCO Board of Directors.

4. Consent

None.

5. Public Hearings

None.

6. Business

6.1. Comprehensive Annual Financial Report for the Fiscal Years Ended June 30, 2020 and 2019

Finance and Customer Service Manager Kurns provided the staff report and introduced Paul Kaymark, Nigro and Nigro, Certified Public Accountants. [Click here to view the presentation.](#)

MOTION carried to accept the Scotts Valley Water District Comprehensive Annual Financial Report for Fiscal Years Ended June 30, 2020 and 2019 by unanimous roll call vote.

6.2. Validated Water Loss Audit Report 2019

Operations Manager McNair provided the staff report and responded to Board questions.

No action was taken on this item.

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7. Staff Reports

7.1. Legal

District Counsel Bosso reported that he has worked with staff on the Scottsborough item and administered the oath of office for Director Perri and Director Reber.

7.2. Administrative

The General Managers report is appended.

7.3. Finance

The Financial Reports 07/01/20 through 10/31/20 were accepted without comment.

7.4. Operations

Operations Manager McNair reported on the Orchard Run Water Treatment Plant improvements project, Joint City - District Committee on 12/08/20 and that Ryan Ritchie has been promoted to Water Operations Supervisor.

Production, Demand and Rainfall Data through 11/30/20

Leak Adjustment Program Report 07/01/20 through 10/31/20

8. Directors Reports

8.1. Travel and Meetings, ACWA and ACWA JPIA Updates, Other

Director Perri attended ACWA conference and the Region 5 event.

Director Stiles reported and responded to Board question regarding the 12/08/20 Joint City-District Committee meeting.

8.2. Election of Officers

MOTION carried to elect Director Bill Ekwall as the 2021 Board President by unanimous roll call vote.

MOTION carried to elect Director Ruth Stiles as the 2021 Board President by unanimous roll call vote.

9. Written Correspondence

None.

10. Community Relations

None.

11. Closed Session

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None.

12. Report on Closed Session and Additional Items

None.

13. Future Items

Committee Assignments

Development Projects Status Report

District Projects Status Report

Initial Water Supply Outlook

14. Meetings and Event Calendar

Regular Board Meetings

01/14/21

02/11/21

03/11/21

Committee Meetings

12/14/20 Executive & Public Affairs - Cancelled

12/15/20 Finance & Personnel - Cancelled

12/14/20 Water Resources & Engineering - Cancelled

03/03/21 Interagency

Santa Margarita Groundwater Agency Board

Regular Board Meetings

01/28/21

02/25/21


03/25/21


15. Adjourn

The meeting adjourned at 7:36 p.m.

Approved:

Attest:

DocuSigned by:

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Wade Leishman,
Board President

DocuSigned by:

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Piret Harmon
General Manager

STAFF REPORT – General Items

Scotts Valley Water District

Date: December 12, 2020

To: Board of Directors

From: General Manager

1. Effective November 30, 2020, employers in the State are required under a Cal/OSHA Emergency Temporary Order to carry out a COVID-19 Prevention Program (CPP). The COVID-19 Prevention standard requires employers to establish, implement and maintain a written program that includes:
 - a. Identifying and evaluating employee exposures to COVID-19 health hazards
 - b. Implementing effective policies and procedures to correct unsafe and unhealthy conditions
 - c. Providing and ensuring workers wear face covering to prevent exposure in the workplace
 - d. Provide effective training and instructions to employees on how COVID-19 is spread, infection prevention techniques, and information regarded related benefits that employees may be entitled to under applicable laws.

The District has had COVID-19 guidelines developed and posted since early summer, most of it is still pertinent and is incorporated into CCP. New required elements to be included in the program cover notices of potential COVID-19 exposure, protocols and procedures for exclusion of COVID-19 cases and exposures, testing requirements and plan for COVID-19 outbreak as defined by Cal/OSHA.

2. General Manager Harmon attended ACWA JPIA Board of Directors meeting on November 30 and ACWA Virtual Fall Conference on December 2-3.
3. John Ricker, County Water Resources Division Director is retiring after almost 40 years of service and Sierra Ryan has been appointed to serve as the Interim Water Resources Director.
4. Mike Legg retired from the District as of December 4, Ryan Ritchie was selected through open and promotional recruitments as the top candidate.
5. District will be closed for holidays December 21 – January 1.