

**Minutes of:  
Regular Public Meeting  
Of the  
Forestville Water District Board of Directors**

Date: **Tuesday, April 9, 2024**

Time: **5:30 PM**

Location: **Forestville Youth Park Community Meeting Room-6935 Mirabel Rd. Forestville, CA 95436**

**I. CALL TO ORDER** at 5:34 p.m. by Chair McDermott

**II. ROLL CALL**

PRESENT: Directors McDermott, Monroe, Stapleton, and Stuart.

OTHERS: GM - Chad Davisson, Board Clerk - Dawn Leith, District Legal Counsel - Martin Hirsch, and District Engineer Consultant - Dave Coleman/Brelje & Race Consulting Engineers (BRCE), and Cory Ipsen/FWD Chief Plant Operator.

**III. APPROVAL OF AGENDA**

- **MOTION** was made by Director Stuart, seconded by Director Stapleton, and passed 3-0-2 to approve the agenda as presented.

**IV. STATEMENT OF ABSTENTION:** None

**V. PUBLIC COMMENT:** Tony Lopes, former GM requested for Closed Session regarding his comp time.

**VI. CONSENT ITEMS:**

**1. March 2024 Financial Reports**

- **MOTION** was made by Director Stapleton, seconded by Director Monroe, and passed 3-0-2 to approve March 2024 Financials as presented.

**2. Minutes for March Regular Meeting**

- **MOTION** was made by Director Monroe, seconded by Director Stapleton, and passed 3-0-2 to approve Minutes for March 12, 2024, with corrections outline by the Board Clerk.

**3. Minutes for March Special Meeting**

- **MOTION** was made by Director Stuart, seconded by Director Stapleton, and passed 3-0-2 to approve Minutes for March 29, 2024, as presented.

**VII. PUBLIC HEARING:** No public hearing tonight

**VIII. ACTION ITEMS**

**A. BOARD OF DIRECTORS' BYLAWS**

- Subcommittee provided progress of bylaws along with target date for adoption.

**B. GRANT OPPORTUNITIES**

- District Engineer briefed the Board regarding conversation with Supervisor Hopkin's aide. The Board took no action.

**C. 2018 SEWER IMPROVEMENT PROJECT**

- The Board gave instruction and authorization for District Staff to review the plans once finalized and issue for public bidding prior to the May '24 meeting.

**D. PRV REPLACEMENT OPTIONS**

- District Engineer updated the Board of test results for PRV #7 and recommendations for updating computer software modeling. The Board took no action.

**E. SEWER FORCE MAIN PROJECT**

- District Engineer confirmed the completion of the project and scheduling of final walk through. The Board took no action.

**F. TERMINAL LIFT STATION REWIRING PROJECT**

- GM Davisson and Engineer provided updates on the rewiring phase of the project. The Board took no action.

**G. COVEY SEWER FORCE MAIN GRAVITY PROJECT**

- **MOTION** was made by Director Stuart, seconded by Director Monroe, and passed 3-0-2 to approve BRCE to continue with shovel ready design for the \$1.4 million dollar plan, cost not to exceed fifty thousand dollars (\$50,000.00).

- H. SEWER'S SOLAR PROJECT
  - GM Davisson will have an update from Site LogIQ for the May meeting. The Board took no action.
- I. OPERATIONS PROJECTS GOALS
  - Updates outlined within the ASR on all the projects. The Board took no action.
- J. WATER CONSERVATION
  - The Board requested GM Davisson to provide monthly water loss & provide flyers to hand out at the Fix-It fair.
- K. DIRECTOR'S TRAINING
  - The Board Clerk reviewed with the Board any due training and upcoming training opportunities. The Board took no action.
- L. PRELIMINARY BUDGET FISCAL YEAR 2024-25
  - The Subcommittee will meet Friday, Apr. 12, 2024, at 10 am.
- M. RESOLUTION#428 – AUTHORIZED SIGNERS
  - **MOTION** was made by Director Stuart, seconded by Director Monroe, and passed 3-0-2 to approve replacing Resolution #426 with Resolution #428.
- N. RECYCLED AND SURPLUS RATES
  - The Board tabled until May '24 meeting to allow GM to do further research and collect usage data for prior years.
- O. FIX-IT FAIR
  - The Board coordinated shifts and created a list of what SWAG/supplies to bring for the event.
- IX. DISTRICT ENGINEER MONTHLY REPORT**
  - FWD Engineer provided current updates for “Water” and “Wastewater” projects in order as listed on Agenda. The Board took no action.
- X. GENERAL MANAGER MONTHLY REPORT**
  - Consensus of the Board to allow GM Davisson discretion for staff training or education to apply at the District and just report to Board.
  - The Board instructed GM Davisson to research OIT volunteer time options and liability coverage.
- XI. GRATON/FWD SUB-COMMITTEE REPORT**
  - Subcommittee met at Graton for a tour and discuss potential expansion on collaboration. The Board took no action.
- XII. DIRECTORS' REPORT AND**
  - Revenue potential analysis
- XIII. CALL FOR FUTURE AGENDA ITEMS**
  - Closed Session Gov't Code 54957.6
  - Time Keeping Methods
- XIV. ADJOURNMENT**
  - **MOTION** made by Director Stapleton, seconded by Director Stuart, and passed 3-0-2 to adjourn at 8:14 p.m.

APPROVED: May 14, 2024