

**VALLEY SANITARY DISTRICT  
MINUTES OF REGULAR BOARD MEETING  
January 8, 2019**

A regular Board Meeting of the Governing Board of Valley Sanitary District (VSD) was held at the District offices, 45-500 Van Buren Street, Indio, California, on Tuesday, January 8, 2019.

**CALL TO ORDER, ROLL CALL**

1. PRESIDENT MIKE DURAN called the meeting to order at 1:00 p.m. Those in attendance were as follows:

DIRECTORS PRESENT: Mike Duran, Douglas A. York, William Teague, and Dennis Coleman

DIRECTORS ABSENT: None

STAFF PRESENT: Joseph Glowitz, General Manager (via telephone), Holly Gould, and Ron Buchwald

GUESTS: None

**CONSENT ITEMS**

- a. Consideration of the December 11, 2018 Regular Board Meeting Minutes
- b. Approval of Cash and Investments for November 2018
- c. Approval of Expenditures for December 6, 2018 to January 2, 2019

---

Check numbers 7506 to 7507 totaling \$5,396.99, 36748 to 36814 totaling \$313,156.09, and transfers of \$258,208.26 were issued.

**ACTION TAKEN:**

**MOTION:** SECRETARY TEAGUE made a motion to approve the minutes for the Regular Board Meeting held December 11, 2018 and to pay the disbursement items as presented. DIRECTOR COLEMAN seconded the motion. Motion carried by the following vote: 4 yes

**MINUTE ORDER NO. 2019-2847**

**PUBLIC COMMENTS**

*This is the time set aside for public comment on any item not appearing in the agenda. Please notify the Secretary in advance of the meeting if you wish to speak on a non-hearing item.*

**NON-HEARING ITEMS**

2. Award of Contract – Information Systems Support Services Southwest Networks, Inc.

---

Due to the complexity of the District’s IT and system security infrastructure, it is recommended that the District extend its service agreement with Southwest Networks, Inc. for three (3) years for an annual cost of \$25,068 to provide as needed information systems support services.

**ACTION TAKEN:**

**MOTION:** SECRETARY TEAGUE made a motion to authorize the General Manager sign a three-year service agreement with Southwest Networks, Inc. to provide as needed information systems support services. DIRECTOR COLEMAN seconded the motion. Motion carried by the following roll call vote:

**MINUTE ORDER NO. 2019-2848**

AYES: Director(s) Coleman, Duran, Teague, York  
NOES: None  
ABSENT: None  
ABSTAIN: None

3. Authorization to Use the Capital Replacement Reserve Fund to Pay for the Operations Department Asset Management Project

---

On February 13, 2018, the Board of Directors authorized the General Manager to enter into a consulting agreement with Carollo Engineering for a not to exceed amount of \$109,906 to assist in setting up the Asset Management software and system program for the Operations Department. This project was to be paid using funds from Fund 11 Decommissioning of the Biological Treatment System carryover fund. Due to an oversight, these funds were not carried over to this fiscal year to continue to pay for this project. Staff is requesting to use the Capital Replacement Reserve Fund to pay up to \$150,000 to complete this project. The extra budget request will cover other miscellaneous costs.

**ACTION TAKEN:**

**MOTION:** DIRECTOR COLEMAN made a motion to authorize the General Manager to use the Capital Replacement Reserve Fund to pay for the Operations Department Asset Management Project. SECRETARY TEAGUE seconded the motion. Motion carried by the following roll call vote:

**MINUTE ORDER NO. 2019-2849**

AYES: Director(s) Coleman, Duran, Teague, York  
NOES: None  
ABSENT: None  
ABSTAIN: None

4. General Manager's Report

---

The Requests for Proposals (RFP) for the Audit Services and new Accounting and Permitting Software are due January 11, 2019. Staff will review the RFP's and bring their recommendation to the Board. The bid opening for the Secondary Clarifier No. 3 Project is scheduled for January 10, 2019. The preliminary program is available for the CASA Conference in Washington D.C. The District will be closed on Monday, January 21, 2019 for Martin Luther King, Jr. Day. SECRETARY TEAGUE inquired about the letters of support for the Water Reclamation Project.

**ADJOURN TO CLOSED SESSION**

5. The Board shall adjourn to Closed Session for Labor Negotiations pursuant to Government Code Section 54957.6 for Unrepresented Employee – General Manager

---

The Board adjourned to closed session at 1:11 p.m.

**RECONVENE TO OPEN SESSION**

The Board reconvened to open session at 1:21 p.m. PRESIDENT DURAN stated that the Board decided to go with Ralph Andersen & Associates for the Districts General Manager Recruiting Services.

**DIRECTOR'S ITEMS**

*Director's items not listed are for discussion only; no action will be taken without an urgency vote pursuant to State law.*

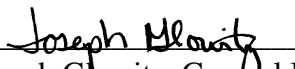
It was the consensus of the Board to schedule a Special Meeting for January 17, 2019 to conduct interviews for the Board of Director applicants and to schedule a closed session for labor negotiations pursuant to Government Code Section 54957.6 for unrepresented employee – General Manager.

PRESIDENT DURAN, SECRETARY TEAGUE and DIRECTOR COLEMAN will be attending the CASA Conference in Indian Wells, CA in January 2019. DIRECTOR COLEMAN informed the Board that Elaine Holms and Oscar Ortiz will be the new EVRA JPA members to represent Indio Water Authority. DIRECTOR COLEMAN thanked SECRETARY TEAGUE for the heartfelt words he spoke at Merritt Wiseman's Celebration of Life.

**ADJOURNMENT**

There being no further business to discuss, the meeting was adjourned at 1:35 p.m., and the next Regular Board Meeting will be held January 22, 2019.

Respectfully submitted,

  
\_\_\_\_\_  
Joseph Glowitz, General Manager  
Valley Sanitary District