

**VALLEY SANITARY DISTRICT  
MINUTES OF REGULAR BOARD MEETING**

March 14, 2017

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, March 14, 2017.

**CALL TO ORDER, ROLL CALL**

1. PRESIDENT YORK called the meeting to order at 1:00 p.m. Those in attendance were as follows:
- DIRECTORS PRESENT: Douglas A. York, Mike Duran, Merritt Wiseman, Eric Davenport, and William Teague
- DIRECTORS ABSENT: None
- STAFF PRESENT: Joseph Glowitz, General Manager, Holly Gould, and Ron Buchwald
- GUESTS: Valerie Houchin – Schneider Electric  
Paul Wallace – MWH/Stantec

**CONSENT ITEMS**

- a. Consideration of the February 28, 2017 Regular Board Meeting Minutes
- b. Approval of Expenditures for February 23, 2017 to March 8, 2017

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Check numbers 34764 to 34804 totaling \$57,801.15 and a transfer of \$876,559.24 were issued, as well as \$90,188.97 in payroll transfers. DIRECTOR DURAN abstained from the vote due to his absence at the February 28, 2017 board meeting.

**ACTION TAKEN:**

**MOTION:** DIRECTOR DAVENPORT made a motion to approve the minutes for the Regular Board Meeting held February 28, 2017, and to pay the disbursement items as presented. DIRECTOR TEAGUE seconded the motion. Motions carried by the following vote: 4 yes

**MINUTE ORDER NO. 2017-2644**

**PUBLIC COMMENTS**

There were no public comments or correspondence items to present to the Board.

**NON-HEARING ITEMS**

2. Presentation and Update - Energy Services Consultant Team

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Valerie Houchin of Schneider Electric gave a presentation/update to the Board of their Energy Services Consulting project in regards to the Valley Sanitary District Capital Improvement and Reinvestment Program. The Board also received an Investment Grade Audit Proposal from Schneider Electric for review. This is an information only item.

**ACTION TAKEN:**

**MOTION:**

DIRECTOR DAVENPORT made a motion to receive and file the proposal and update by Schneider Electric. DIRECTOR WISEMAN seconded the motion. Motion carried by the following vote: 5 yes

**MINUTE ORDER NO. 2017-2645**

3. Purchase Authorization – Pontoon Boat Replacement

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The current pontoon boat has served the District staff for many years and is currently in need of replacement. The boat is used in servicing the aerators and dredge units in the ponds. This is a sole source procurement.

**ACTION TAKEN:**

**MOTION:**

DIRECTOR TEAGUE made a motion to authorize the General Manager to purchase a pontoon boat and related equipment from Hotwoods for \$9,124. DIRECTOR DURAN seconded the motion. Motion carried by the following roll call vote:

**MINUTE ORDER NO. 2017-2646**

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

4. Valley Sanitary District – Audit Services Proposal

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On December 27, 2016, the Board approved the District to request a quote extending the Audit Services Contract with The Pun Group, LLP, to audit the annual financial statements for the Valley Sanitary District for the two (2) years ended June 30, 2017 and 2018. The proposal to extend the contract has a two percent (2%) increase from the previous year audit price. An extra amount of \$3,500 is being added for a Single Audit, which is required due to our loan from the California State Water Resources Control Board.

**ACTION TAKEN:**

**MOTION:**

DIRECTOR WISEMAN made a motion to authorize the General Manager to sign the proposal to extend the Audit Services Contract from The Pun Group, LLP for the next two (2) years, for a not to exceed price of \$17,027 for FY 2016/17 and \$17,368 for FY 2017/18. DIRECTOR DAVENPORT seconded the motion. Motion carried by the following roll call vote:

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

**MINUTE ORDER NO. 2017-2647**

5. Requa Interceptor Project Number 10

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Construction is now complete from the VSD plant to the intersection of Requa Avenue and Towne Street including final paving. Sewer main installation is complete on Requa Avenue up to Aladdin Street. Construction work will be heading south on Aladdin Street during the week of March 13, 2017, and will be in the vicinity of the Senior Center for 2 to 3 weeks. Staff has and continues to work with the Senior Center on construction work coordination. Staff also is working with the Indio High School to inform students of the impending construction work in the area of the High School. A second crew from DCI is working on raising manholes to grade, installing concrete collars and performing other miscellaneous work. Striping work is scheduled for this month and all work should be completed on Requa Avenue through Aladdin Street before the end of this month. The month of April will be dark with no construction work scheduled due to City requirements regarding the Coachella and Stage Coach festivals. The total number of Potential Change Orders (PCOs) is 73. Change Order No. 9 contains PCO numbers 62-71 for an amount of \$85,113.73. DCI, Inc. submitted a progress payment request for work completed to date.

**ACTION TAKEN:**

**MOTION:** DIRECTOR WISEMAN made a motion to approve a progress payment to DCI, Inc. in the amount of \$786,257.41 and \$87,361.94 to be placed in a retention account, to approve Change Order No.9 for \$85,113.73 and reduce the retention amount withheld from 10% to 5%. DIRECTOR TEAGUE seconded the motion. Motion carried by the following roll call vote:

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

**MINUTE ORDER NO. 2017-2648**

6. General Manager's Report

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The District has once again received the GFOA Award for its Comprehensive Accounting Financial Report. Staff is working on the 2017/18 draft budget. The initial review is scheduled for April 11, 2017. MR. GLOWITZ gave a report of the CASA-DC Conference he attended recently.

**DIRECTOR'S ITEMS**

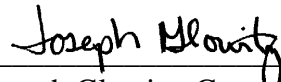
*Director's items not listed are for discussion only; no action will be taken without an urgency vote pursuant to State law.*

PRESIDENT YORK thanked staff for doing a great job at last board meeting in MR. GLOWITZ'S absence. DIRECTOR TEAGUE and DIRECTOR WISEMAN gave a report of the EVRA meeting they attended March 7, 2017.

**ADJOURNMENT**

There being no further business to discuss, the meeting was adjourned at 2:15 p.m., and the next Regular Board Meeting will be held March 28, 2017.

Respectfully submitted,

A handwritten signature in black ink that reads "Joseph Glowitz". The signature is written in a cursive style with a horizontal line underneath it.

Joseph Glowitz, General Manager  
Valley Sanitary District