

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

November 22, 2016

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, November 22, 2016.

CALL TO ORDER, ROLL CALL

1. VICE PRESIDENT DURAN called the meeting to order at 1:07 p.m. Those in attendance were as follows:

DIRECTORS PRESENT: Douglas A. York (arrived at 1:27 p.m.), Mike Duran, Merritt Wiseman, William Teague, and Eric Davenport

DIRECTORS ABSENT: None

STAFF PRESENT: Joseph Glowitz, General Manager, Holly Gould, Joanne Padgham and Ron Buchwald

GUESTS: Kenneth Pun, The Pun Group, Accountants & Advisors

CONSENT ITEMS

- a. Consideration of the November 8, 2016 Regular Board Meeting Minutes
- b. Approval of Summary of Cash & Investments for October 2016
- c. Approval of Expenditures for November 3, 2016 to November 16, 2016

Check numbers 34432 to 34477 totaling \$143,491.20 and a transfer of \$214,901.46 were issued, as well as \$98,770.17 in payroll transfers.

ACTION TAKEN:

MOTION: DIRECTOR TEAGUE made a motion to approve the minutes for the Regular Board Meeting held November 8, 2016, to approve the Summary of Cash & Investments for October, 2016 and to pay the disbursement items as presented. DIRECTOR DAVENPORT seconded the motion. Motion carried by the following vote: 4 yes

MINUTE ORDER NO. 2016-2612

PUBLIC COMMENTS

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

NON-HEARING ITEMS

- 2. Presentation of the Annual Report and Comprehensive Annual Financial Report (CAFR) for the Valley Sanitary District for the Fiscal Years Ended June 30, 2016 and 2015, by The Pun Group, Accountants & Advisors

Ms. Padgham introduced Kenneth Pun of The Pun Group, Accountants & Advisors. Mr. Pun presented the Annual Audit Report to the Board. He explained the different sections of the audit and their findings. Management agrees with auditor findings and going forward will maintain transactions involving capital assets throughout the year to ensure the accuracy of recording additions, deletions, depreciation expense, and accumulated depreciation at year-end. Ms. Padgham informed the Board that the District will once again be submitting the CAFR report to the Government Finance Officers Association. Mr. Pun complimented District staff for their hard work and support in the audit and CAFR process. PRESIDENT YORK took over the meeting at 1:27 p.m.

ACTION TAKEN:

MOTION: DIRECTOR DAVENPORT made a motion to receive and file the Annual Audit Report and Comprehensive Annual Financial Report (CAFR) for the Valley Sanitary District for the Fiscal Years ended June 30, 2016 and 2015. 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. 2016-2613

- 3. Purchase Authorization – CCTV Van and Camera System

The District’s CCTV Van (1992 GMC) is over 24 years old and has reached its useful life. Major components on the van are in need of replacement if the van is kept in service. The District’s camera system (2009 Cues OZII) is over 7 years old and is reaching its useful life as a full time camera system. A Request for Quotation was sent out to advertise for bids for a new CCTV Van and Camera System. The District received two bids. It was determined that Plumbers Depot’s bid was the most responsive to the required specifications for a purchase price of \$190,944.

ACTION TAKEN:

MOTION: DIRECTOR TEAGUE made a motion to authorize the General Manager to purchase a CCTV Van and Camera System from Plumbers Depot, Inc. for a purchase price of \$190,944 including tax. 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. 2016-2614

4. VSD Easement Quitclaim – Coachella Medical Center on Dr. Carreon

Valley Sanitary District has a 20-foot wide easement that lies on a vacant property belonging to Coachella Medical Center, LLC. The property is located off Dr. Carreon to the northwest of JFK Memorial Hospital. This easement was created as part of proposed development back in 2008. The development was not constructed and the easement was never utilized. There is no sewer main within the easement. The current owners are developing plans for a new medical center and they do not need this easement for service. This easement is preventing them from building their facility.

ACTION TAKEN:

MOTION: DIRECTOR DAVENPORT made a motion to authorize the General Manager to sign and notarize the Easement Quitclaim Deed for property belonging to Coachella Medical Center LLC. DIRECTOR WISEMAN 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. 2016-2615

5. Appointment of Directors and Alternate to the East Valley Reclamation Authority Joint Powers Authority Board of Directors

DIRECTOR DURAN nominated Director Merritt Wiseman and Director William Teague to sit on the East Valley Reclamation Authority Board of Directors for calendar year 2017 and has elected Director Eric Davenport as the alternate.

ACTION TAKEN:

MOTION: DIRECTOR DURAN made a motion to appoint Director Merritt Wiseman and Director William Teague to sit on the East Valley Reclamation Authority Board of Directors for calendar year 2017 and has appointed Director Eric Davenport as the alternate. 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. 2016-2616

6. General Manager's Report

Staff met with Imperial Irrigation District regarding the interconnection for the solar panels. The final plans for the interconnection will be approved soon. Mr. Glowitz passed out updates for the Requa Project. Development continues. The Holiday Party will be December 7, 2016 at 11 a.m.

DIRECTORS' ITEMS

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

A discussion regarding the General Manager's review took place. Evaluation sheets were distributed.

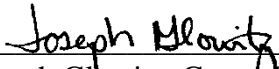
INFORMATIONAL ITEMS

The Board received and acknowledged the copy of the Combined Monthly Account Summary for expenses incurred by the District in October 2016.

ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at 2:17 p.m., and the next Regular Board Meeting will be held December 13, 2016.

Respectfully submitted,



Joseph Glowitz, General Manager
Valley Sanitary District