

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

August 29, 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, August 29, 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, William Teague, and Eric Davenport

DIRECTORS ABSENT: None

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

GUESTS: Ehab Gerges, Harris & Assoc.
Steve Winchester, Harris & Assoc.

CONSENT ITEMS

a. Consideration of the August 8, 2017 Regular Board Meeting Minutes

b. Approval of Summary of Cash & Investments for July, 2017

c. Approval of Expenditures for July 20, 2017 to August 22, 2017

Check numbers 35280 to 35348 totaling \$741,137.74, transfers totaling \$67,506.88, and payroll transfers of \$91,180.62 were issued.

ACTION TAKEN:

MOTION: DIRECTOR DAVENPORT made a motion to approve the minutes for the Regular Board Meeting held August 8, 2017, to approve the Summary of Cash & Investments for July, 2017 and to pay the disbursement items as presented. DIRECTOR TEAGUE seconded the motion. Motion carried by the following vote: 5 yes

MINUTE ORDER NO. 2017-2697

PUBLIC COMMENTS

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

ADJOURN TO CLOSED SESSION

2. CLOSED SESSION

The Board shall adjourn to Closed Session for Potential Litigation pursuant to Government Code 54956.9(b)

The Board adjourned to closed session at 1:04 p.m.

RECONVENE TO OPEN SESSION

The Board reconvened to open session at 1:58 p.m. PRESIDENT YORK stated that the Board gave direction to the General Manager on how to proceed.

NON-HEARING ITEMS

3. Carport and Shade Structure Project Pay Application Number 1

This project has had challenges from the beginning. Steel fabrication took longer to order and fabricate than was originally expected. This caused a delay in the construction of the steel structures. The structural engineer incorrectly sized the caissons (holes) for several of the foundations and the bolt reinforcements would not fit properly. The solution was finally accepted by all parties after several days of negotiations. The general contractor's subcontractor then deviated from the plan without approval from VSD and their consultant. This caused additional delays to develop a solution that meets the structural engineer's approval. The project should be moving forward again the week of August 28, 2017. The estimated completion time is the end of September. NR Development submitted a request for pay application number 1 and to approve Change Order No. 1-5 totaling \$15,193.71.

ACTION TAKEN:

MOTION: DIRECTOR WISEMAN made a motion to approve a progress payment to NR Development in the amount of \$291,487.94 and \$15,341.47 to be placed in a retention account, and to approve Change Order No.1-5 for \$15,193.71. DIRECTOR DURAN seconded the motion. Motion carried by the following roll call vote:

MINUTE ORDER NO. 2017-2698

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

4. Anti-Climb Fence Project Pay Application Number 1

This project is now complete. The anti-climb fence was installed along VSD's northeasterly property line adjacent to the White Water Storm Channel. Staff is working on the layout for Phase 2 of the fence continuation. Moore Fence Company, Inc. submitted a request for pay application number 1 and to pay Change Order No. 1 for \$13,112.85.

ACTION TAKEN:

MOTION: DIRECTOR DAVENPORT made a motion to approve a progress payment to Moore Fence Company, Inc. in the amount of \$282,566.44 and \$14,871.92 to be placed in a retention account, and to approve Change Order No.1 for \$13,112.85. DIRECTOR DURAN seconded the motion. Motion carried by the following roll call vote:

MINUTE ORDER NO. 2017-2699

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

5. Award of Contract – Collection System Program & Design Manager Project

The 2013 Collection Systems Master Plan identified sewer main replacements and rehabilitations based on CCTV video inspections and/or the age of the sewer mains if CCTV video inspection was not available. The project identified about 24 miles of sewer main of various sizes that will need some form of repair, rehabilitation, or replacement with additional footage being added over time. Due to the amount of work needed to determine type of repair, organize by type of repair, location of work, priority of work as well as performing the design, staff determined that a consultant was needed to program and design this project over a course of up to 10 years. The District has solicited a proposal through a Request for Proposal (RFP) process. Based on Qualification Based Selection (Government Code 452), Harris and Associates presented a proposal with a well-qualified team, relevant project experience, and a well-developed program and project methodology. Staff has reviewed the proposal and has determined they meet the requirements of the RFP. Staff will enter into negotiations to develop a scope and fee with Harris and Associates.

ACTION TAKEN:

MOTION:

DIRECTOR DURAN made a motion to award the Collection System Program & Design Manager Project to Harris & Associates, and authorize the General Manager to execute a professional services contract for a price to be negotiated. DIRECTOR WISEMAN seconded the motion. Motion carried by the following roll call vote:

MINUTE ORDER NO. 2017-2700

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

6. Update on Policies and Procedures Manual

Staff has been working on an updated Policy and Procedures Manual, including a Board Handbook. Staff anticipates bringing the final draft to the Board by the end of the year. This is an information only item.

7. General Manager's Report

Mr. Glowitz gave an update on the Requa Interceptor Project. The project is at 93% complete. A SRF reimbursement payment is expected soon. Valley Sanitary District won the CSRMA Excellence Award for Safety along with Rancho Santa Margarita Water District. All employees will receive a cash award.

DIRECTORS' ITEMS

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

DIRECTOR TEAGUE and DIRECTOR DURAN gave a report to the Board of the CASA Conference they attended in San Diego, CA.

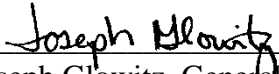
INFORMATIONAL ITEMS

The Board received and acknowledged the copy of the Combined Monthly Account Summary for expenses incurred by the District in July, 2017.

ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at 2:40 p.m., and the next Regular Board Meeting will be held September 12, 2017.

Respectfully submitted,



Joseph Glowitz, General Manager
Valley Sanitary District