

**VALLEY SANITARY DISTRICT
MINUTES OF REGULAR BOARD MEETING
November 25, 2014**

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 25, 2014.

CALL TO ORDER, ROLL CALL

1. PRESIDENT YORK called the meeting to order at 12:31 p.m. Those in attendance were as follows:

DIRECTORS PRESENT: Douglas A. York, Richard Friestad, Merritt Wiseman, William Teague, and Mike Duran

DIRECTORS ABSENT: None

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

GUESTS: Bob Hargreaves, Best, Best & Krieger
Kenneth Pun, The Pun Group

MINUTES

2. Consideration of the November 12, 2014 Regular Board Meeting Minutes

ACTION TAKEN:

MOTION: DIRECTOR TEAGUE made a motion to approve the minutes for the Regular Board Meeting held November 12, 2014. DIRECTOR DURAN seconded the motion. Motion carried by the following vote: 5 yes

MINUTE ORDER NO. 2014-2336

PUBLIC COMMENTS

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

ADJOURN TO CLOSED SESSION

4. The Board shall adjourn to closed session to consider:

- Public Employment pursuant to Government Code Section 54957 for an Employee Review – General Manager.
- Anticipated Litigation pursuant to Government Code Section 54956.9(b).
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The Board adjourned to closed session at 12:32 p.m.

RECONVENE TO OPEN SESSION

The Board reconvened to open session at 1:33 p.m. PRESIDENT YORK stated that the Board has given direction on how to proceed.

NON-HEARING ITEMS

4. Presentation of the Annual Audit Report and Comprehensive Annual Financial Report (CAFR) for the Valley Sanitary District for the Fiscal Year Ended June 30, 2014, by The Pun Group, Accountants & Advisors

JOANNE PADGHAM introduced KENNETH PUN of The Pun Group and thanked District staff for their hard work and support of the Audit and CAFR process. MR. PUN presented the Annual Audit Report to the Board. He explained the different sections of the audit and their finding. He then gave a brief summary of the Money Purchase Pension Plan, and stated that only one employee remains in the plan. MRS. PADGHAM informed the Board that the District will once again be submitting the CAFR report to the Government Finance Officers Association.

ACTION TAKEN:

MOTION:

DIRECTOR WISEMAN made a motion to receive and file the Annual Audit Report and Comprehensive Annual Financial Report for the Valley Sanitary District for the Fiscal Year Ended June 30, 2014. DIRECTOR TEAGUE seconded the motion. The motion carried by the following vote: 5 yes.

MINUTE ORDER NO. 2014-2337

5. Consideration of Resolution to Adopt the 2014 Coachella Valley Integrated Regional Water Management Plan

“A RESOLUTION OF THE BOARD OF DIRECTORS OF VALLEY SANITARY DISTRICT ADOPTING THE 2014 COACHELLA VALLEY INTEGRATED REGIONAL WATER MANAGEMENT PLAN”

ACTION TAKEN:

MOTION:

DIRECTOR TEAGUE made a motion to adopt Resolution No. 2014-1061, adopting the 2014 Coachella Valley Integrated Regional Water Management Plan. DIRECTOR DURAN seconded the motion. The motion carried by the following roll call vote:

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

RESOLUTION NO. 2014-1061

PUBLIC HEARING

5. Public Hearing to approve the Conflict of Interest Code pursuant to Government Code Section 87306 and Consideration of Resolution to Amend Conflict of Interest Code pursuant to the Political Reform Act of 1974.

- A. General Notice and Call**
- B. President Announces Public Hearing Procedures**
- C. General Manager's Report**
- D. President Declares Public Hearing Open**
- E. Public Comments**
- F. President Declares Public Hearing Closed**
- G. Board Discussion**
- H. Consideration of Resolution**

PRESIDENT YORK asked MR. GLOWITZ to give a brief summary of the actions leading up to the Public Hearing. MR. GLOWITZ stated that a notice of the hearing was published in the Desert Sun newspaper on October 19, 2014 and October 26, 2014. PRESIDENT YORK declared the public hearing open at 2:06 p.m. after giving the procedures to be followed by any public testimony. MR. GLOWITZ explained that there was a resolution to be addressed. He also stated that the Conflict of Interest Code had been amended. There were no public comments or communications. PRESIDENT YORK declared the public hearing closed at 2:10 p.m.

ACTION TAKEN:

MOTION:

DIRECTOR TEAGUE made a motion to adopt Resolution No. 2014-1062, adopting an Amended Conflict of Interest Code pursuant to the Political Reform Act of 1974. DIRECTOR FRIESTAD seconded the motion. The motion carried by the following roll call vote:

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

RESOLUTION NO. 2014-1062

NON-HEARING ITEMS

7. Coachella Valley Regional Water Management Group – Reclaimed Water Planning Project

The Coachella Valley Regional Water Management Group (CVRWMG) has made a recommendation on how to redistribute Proposition 84, Round 2 Grant funds. The grant award is for \$500,000 and the required match is 25%. Three new projects were selected at a total grant request of \$592,068 which exceeds the grant by \$92,068. There are five agencies being awarded the three projects. The total cost per agency is estimated to be \$24,300 to \$38,500 depending on final cost allocation.

ACTION TAKEN:

MOTION:

DIRECTOR DURAN made a motion to authorize the General Manager to obligate the District to match Proposition 84, Round 2 Grant funding for a not to exceed amount of \$40,000. DIRECTOR TEAGUE seconded the motion. Motion carried by the following vote: 5 yes

MINUTE ORDER NO. 2014-2338

8. Lee & Ro Construction Management Services Agreement Wastewater Treatment Facilities Expansion Phase 2A – Additional Services

The South Coast Air Quality Management District (SCAQMD) requires source testing on both the newly installed Flare and Boiler by a certified testing laboratory. Lee & Ro, through their construction management services agreement, solicited a proposal from several certified laboratories. Environmental Resources Management (ERM) presented the lowest, responsible proposal to perform the work required by the SCAQMD. The flame arrestor on top of the digester requires several large racks to be removed and cleaned on a regular basis. These racks are over 6 feet above the digester roof and require a ladder in order to safely reach them. This creates an unsafe situation since the digester roof is curved and the racks are too large for one person to remove. Lee & Ro was asked to prepare a proposal to design a platform around the flame arrestor so that this process can be safely performed.

ACTION TAKEN:

MOTION: DIRECTOR WISEMAN made a motion to authorize the General Manager to execute a change order to the Lee & Ro Construction Management Services Agreement for a not to exceed amount of \$53,630. DIRECTOR DURAN seconded the motion. Motion carried by the following vote: 5 yes

MINUTE ORDER NO. 2014-2339

9. Manager's Notes

MR. GLOWTIZ reported that the NPDES renewal application has been sent to the Regional Water Quality Control Board. Development continues to increase. The new employee for the Development Department starts Monday, December 1, 2014. The Holiday Luncheon will be on Wednesday, December 10, 2014 at 11:30 at Murph's Gaslight Restaurant. The CASA conference in January will be held in Palm Springs this year.

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.

CONSENT ITEMS

10. Approval of Summary of Cash and Investments for October, 2014.

11. Approval of Expenditures for November 6, 2014 to November 19, 2014.

Check numbers 31944 to 32002 totaling \$186,419.45 and transfers of \$15,795.44 were issued. Payroll checks numbers 8826 to 8830 totaling \$4,209.31 and payroll transfers of \$74,224.03 were also issued.

ACTION TAKEN:

MOTION: DIRECTOR TEAGUE made a motion to acknowledge the Summary of Cash and Investments for October, 2014 and to pay the disbursement items as presented. DIRECTOR DURAN seconded the motion. The motion carried by the following vote: 5 yes.

MINUTE ORDER NO. 2014-2340

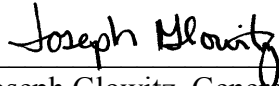
INFORMATIONAL ITEMS

The Board received and acknowledged the copy of the Combined Monthly Account Summary for expenses incurred by the District in October, 2014.

ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at 2:28 p.m., and the next Regular Board Meeting will be held December 9, 2014.

Respectfully submitted,



Joseph Glowitz, General Manager
Valley Sanitary District