

**VALLEY SANITARY DISTRICT
MINUTES OF REGULAR BOARD MEETING
February 23, 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, February 23, 2016.

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 (via telephone), Holly Gould, Joanne Padgham and Ron Buchwald
- GUESTS: None

MINUTES

2. Consideration of the February 9, 2016 Regular Board Meeting Minutes
-

ACTION TAKEN:

MOTION: DIRECTOR TEAGUE made a motion to approve the minutes for the Regular Board Meeting held February 9, 2016. DIRECTOR DURAN seconded the motion. Motion carried by the following vote: 5 yes

MINUTE ORDER NO. 2016-2504

PUBLIC COMMENTS

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

NON-HEARING ITEMS

3. Authorization to Purchase Two (2) Model 1600 Series Floating Brush Aerators
-

Treatment budgeted for the purchase of two (2) replacement aerators for Pond II. The District sent out a request for quotes to S&N Airoflo and JBI Water & Wastewater Equipment, sales representatives of House Industries Aerators. The lowest responsible and responsive bid was S & N Airoflo, Inc. at \$49,639.

ACTION TAKEN:

MOTION:

DIRECTOR TEAGUE made a motion to authorize the purchase of two (2) Model 1600 Series Floating Brush Aerators from S & N Airoflo for a total not to exceed cost of \$49,636, including tax and delivery. DIRECTOR DURAN seconded the motion. The 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. 2016-2505

4. Consideration to Authorize Surplus of Equipment

Staff has identified obsolete equipment that is no longer usable by the District. These items have been replaced by newer items and are recommended for surplus.

ACTION TAKEN:

MOTION:

DIRECTOR DAVENPORT made a motion to authorize surplus of the items listed in the "Valley Sanitary District Equipment Disposition Form" in accordance with VSD Policy 3030: Fixed-Asset Accounting Control. 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. 2016-2506

5. Authorize to Award Contract to Demolish Old Office Building

Staff went out to bid for the asbestos removal and demolition of the Old Office Building, including relocation of utility services. The lowest responsible bid for the asbestos removal was Brickley Environmental for \$4,715. The lowest responsible bid for the building demolition was Emery Landclearing and Grading, Inc. for \$17,026. Including the relocation of utility services and contingency the total project cost is \$28,865.

ACTION TAKEN:

MOTION:

DIRECTOR DURAN made a motion to authorize the General Manager to execute two contracts, one with Brickley Environmental for \$4,715 for asbestos removal and one with Emery Landclearing and Grading, Inc. for \$17,026 for the building demolition. 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. 2016-2507

6. Authorization to Replace the Roof on the Maintenance Building

The existing roof of the newly renovated Maintenance Building is approximately 20 years old and has shown signs of needed repairs during our recent rains. A Request for Quotation (RFQ) was sent out to Roof Tile Specialty, Southwest Roofing, AJI Roofing, and Two Brothers Roofing. The lowest responsible and responsive bid was Roof Tile Specialty at \$18,048.

ACTION TAKEN:

MOTION: DIRECTOR TEAGUE made a motion to award a contract to Roof Tile Specialty and authorize the General Manager to execute a roofing contract to install a new roof on the Maintenance Building for a total cost of \$18,048. DIRECTOR DURAN 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. 2016-2508

7. Actuarial Study of Retiree Health Liabilities

On September 28, 2010, the Board executed an Agreement and Election for the District to pre-fund Other Post-Employment Benefits (OPEB) through CalPERS to comply with GASB statement 45. GASB statement 45 directs how state and local governments account for and report OPEB that are separate from pension benefits. The most common OPEB is retiree health benefits. In accordance with the requirements, the District must have a new actuarial valuation done every two years. The last valuation was completed by Total Compensation Systems, Inc. as of July 1, 2013.

ACTION TAKEN:

MOTION: DIRECTOR DURAN made a motion to receive and file the Actuarial Study of Retiree Health Liabilities. 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. 2016-2509

8. Front Wall & Entrance Improvement Project Report Number 1

VSD staff has negotiated a change order to replace the asphalt at the main and south driveway entrances with concrete that will provide for a longer life than asphalt. Staff is recommending to the Board that Change Order No. 1 be processed in the amount of \$2,502.78. Two other potential change orders are currently under review and will be brought to the Board in the future. The Front Wall and Entrance Improvement Project is

approximately 40% complete to date. Staff has met with Indio Water Authority to discuss removing water meters that many not be needed and will allow the concrete sidewalk to be poured without the expense of relocating two water meters. RDP/SCI, Inc. submitted a progress payment request for work completed to date.

ACTION TAKEN:

MOTION: DIRECTOR WISEMAN made a motion to receive and file the project update and approve a progress payment to RDP/SCI, Inc. for \$296,415.68 and \$15,600.83 to be placed in a retention payable account. 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. 2016-2510

9. Manager's Notes

MR. GLOWITZ gave an update on the Requa Interceptor Project and Solar City bid. He also reported on the CASA DC conference he is attending. A draft copy of the Drought Relief Act was distributed and discussed.

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.

DIRECTOR WISEMAN passed out a copy of the Valley Sanitary District Mission Statement in connection with an article related to the "Perfect Board".

CONSENT ITEMS

10. Approval of Summary of Cash and Investments for January 2016

11. Approval of Expenditures for February 3, 2016 to February 17, 2016

Check numbers 33599 to 33655 totaling \$426,698.77 and a transfer of \$52,115.61 were issued. Payroll transfers of \$86,009.68 were also issued.

ACTION TAKEN:

MOTION: DIRECTOR WISEMAN made a motion to acknowledge the Summary of Cash and Investments for January 2016 and to pay the disbursement items as presented. DIRECTOR TEAGUE seconded the motion. The motion carried by the following vote: 5 yes

MINUTE ORDER NO. 2016-2511

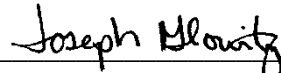
INFORMATIONAL ITEMS

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

ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at 1:36 p.m., and the next Regular Board Meeting will be held March 8, 2016.

Respectfully submitted,



Joseph Glowitz, General Manager
Valley Sanitary District