

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

January 8, 2013

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, January 8, 2013.

CALL TO ORDER, ROLL CALL

1. VICE PRESIDENT FRIESTAD called the meeting to order at 12:35 p.m. Those in attendance were as follows:

DIRECTORS PRESENT: Merritt Wiseman, William R. Teague, Richard Friestad, Mike Duran.

DIRECTORS ABSENT: Douglas A. York

STAFF PRESENT: Joseph Glowitz, General Manager, Holly Gould, Ron Buchwald, Joanne Padgham, Commodore Collins, Sal Lujan and Mike Butvidas

GUESTS: None

MINUTES

2. Consideration of the December 11, 2012 Regular Board Meeting Minutes.
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ACTION TAKEN:

MOTION: DIRECTOR TEAGUE made a motion to approve the minutes for the Regular Board Meeting held December 11, 2012. DIRECTOR DURAN seconded the motion. Motion carried by the following vote: 4 yes.

MINUTE ORDER NO. 2013-2103

PUBLIC COMMENTS

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

EMPLOYEE PRESENTATION

3. Presentation of Employee Anniversary Pins
- Commodore Collins - 7 years of service
 - Sal Lujan - 4 years of service

The Board of Directors presented Commodore with his seven-year service pin and Sal with his pin for four years and thanked them for their contributions and years of service to the District. Mike Butvidas took this opportunity to inform the board what a pleasure and essential asset Sal has been to work with.

NON-HEARING ITEMS

4. Replacement of Laboratory cBOD5 Probe and Meter

MR. GLOWITZ recommended that the board authorize the purchase of a new cBOD5 probe and meter for the laboratory. The probe and meter are essential in computing cBOD5, as well as Quality Assurance testing. The lab's current probe and meter have been plagued with interfering signals that have not been able to be solved. The purchase of the new equipment, with updated technologies, will improve the performance of the testing and the computer interface system. DIRECTOR TEAGUE stated that this is a valuable piece of equipment and should be of high quality.

ACTION TAKEN:

MOTION: DIRECTOR TEAGUE made a motion to authorize the purchase of YSI #1500 Meter, Adaptor #F/5905/5739 and Probe #5010 from Thomas Scientific in the amount of \$2,413.33. DIRECTOR WISEMAN seconded the motion. Motion carried by the following vote: 4 yes.

MINUTE ORDER NO. 2013-2104

5. Award Biosolids Disposal

MR. GLOWITZ stated that approximately 1,200 tons of biosolids have been collected, dried and stockpiled. He recommended that the board approve Terra Renewal to dispose of the biosolids at a class B rate of \$44.49 per ton for an estimated cost of \$53,388.00. A discussion ensued about class A biosolids and its uses. MR. GLOWITZ stated that once the new digester goes online, there will be a reduction in the district's biosolids. DIRECTOR DURAN inquired what types of constituents the biosolids are tested for and MR. GLOWITZ offered to give an environmental briefing on the subject at a future board meeting.

ACTION TAKEN:

MOTION: DIRECTOR TEAGUE made a motion to authorize Terra Renewal to dispose of 1,200 tons of biosolids for a total estimated cost of \$53,388.00. DIRECTOR DURAN seconded the motion. Motion carried by the following vote: 4 yes.

MINUTE ORDER NO. 2013-2105

PRESIDENT YORK joined the meeting at 12:40 PM, and assumed the Chair.

6. Approve Task Order 13-01 (MWH) to Update the Storm Water Pollution Prevention Plan (SWPPP) for the Treatment Plant Improvements

MR. GLOWITZ reported that due to the plant improvements from the Treatment Plant Expansion project the District is required by the State Water Resources Control Board and the Regional Water Quality Control Board to update its SWPPP in order to control storm water runoff and prevent pollution. The last SWPPP update was completed in 1995 and regulations have been updated since then. MR. GLOWITZ recommended that the board authorize the General Manager to sign Task Order 13-01 with MWH Americas, Inc. for \$23,750.00. MWH will review all site improvements, as well as all current SWPPP requirements in Board Order 97-03-DQ as they apply to the District. A final report is anticipated to be completed by June, 2013. The funds for this project will come out of the Treatment Plant Project's contingency fund.

ACTION TAKEN:

MOTION: DIRECTOR FRIESTAD made a motion to authorize the General Manager to sign Task Order 13-01 with MWH Americas, Inc. for a total of \$23,750.00. DIRECTOR DURAN seconded the motion. Motion carried by the following vote: 5 yes.

MINUTE ORDER NO. 2013-2106

7. Plant Upgrade Project Report No. 15

MR. GLOWITZ reported that the digester tank equipping and is complete and primary sedimentation tank equipping is taking place. The temporary bypass line is installed and operational and the bisulfite tank relocation is complete. The SCADA software programming is complete, awaiting testing and certification that will take place in Brea, CA after we purchase the two servers. Archer Western submitted a progress payment request for work completed to date. After this payment, the remaining project budget including contingency is \$5.1 million.

ACTION TAKEN:

MOTION: DIRECTOR WISEMAN made a motion to authorize payment of the thirteenth progress payment to Archer Western in the amount of \$827,655.97 and \$91,962.89 in retention to be placed in an escrow account. DIRECTOR TEAGUE seconded the motion. Motion carried by the following vote: 5 yes.

MINUTE ORDER NO. 2013-2107

8. Sub Committee Report – Status of Joint Powers Authority Agreement (JPA) with the City of Indio and the Indio Water Authority

MR. GLOWTIZ gave a brief overview of the JPA draft agreement stating that a few items had changed since the attorneys had reviewed the document. MR. GLOWITZ also stated that the JPA is a living agreement that can be refined in the future. The agreement will be between VSD and the Indio Members (City of Indio and Indio Water Authority) and would still be a 50/50 split with two members from VSD and two members from the Indio Members. DIRECTOR WISEMAN stated that this is the third draft of the agreement thus far. The board concurred to move forward with the agreement, which will be presented at the next board meeting.

9. Manager’s Notes

MR. GLOWITZ reported that there has been an increase in development. He also stated that the California Association of Sanitary Agencies (CASA) conference in Washington DC is on and he will be working on “white pages” for funding. The white page is a very concise document and the wording must be just right. MR. GLOWITZ informed the board that Dean Payne had retired on January 7, 2013 after 31 years with the district. Advertising to fill his position will happen soon and in the meantime there are two temporary employees that will be helping out in the laboratory.

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 announced the dedication ceremony for Volunteers in Medicine on February 4, 2013 at 11:00 AM.

CONSENT ITEMS

10. Approval of Summary of Cash and Investments for November, 2012.
11. Approval of Expenditures for December 7, 2012 to December 28, 2012.

Check numbers 29682 to 29739 totaling \$223,891.24 were issued, as well as, two ACH payments totaling \$919,628.86. Payroll checks numbers 8454 to 8472 totaling \$15,565.56 and payroll transfers of \$136,789.82 were also issued.

ACTION TAKEN:

MOTION: DIRECTOR WISEMAN made a motion to acknowledge the Summary of Cash and Investments 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. 2012-2108

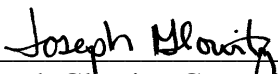
INFORMATIONAL ITEMS

The Board received and acknowledged the copy of the Combined Account Summary incurred by the District in November, 2012, the Annual Operating and Capital Improvement Budget Preparation Calendar for Fiscal Year 2013/14, Project Status Report and the CASA Conference Primary Program.

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 January 22, 2013.

Respectfully submitted,



Joseph Glowitz, General Manager
Valley Sanitary District