

**VALLEY SANITARY DISTRICT  
MINUTES OF REGULAR BOARD MEETING  
December 10, 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, December 10, 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: Douglas A. York, Merritt Wiseman, Richard Friestad, Mike Duran, and William Teague

DIRECTORS ABSENT: None

STAFF PRESENT: Joseph Glowitz, General Manager, Holly Gould, Ron Buchwald, Andy Calhoun, Karen Hopper and Jimmy Garcia

GUESTS: None

**MINUTES**

2. Consideration of the November 26, 2013 Regular Board Meeting Minutes

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PRESIDENT YORK was absent from the meeting until 12:49 p.m. at which time DIRECTOR FRIESTAD turned the meeting over to him.

**ACTION TAKEN:**

**MOTION:** DIRECTOR DURAN made a motion to approve the minutes for the Regular Board Meeting held November 26, 2013. DIRECTOR TEAGUE seconded the motion. Motion carried by the following vote: 4 yes

**MINUTE ORDER NO. 2013-2230**

**PUBLIC COMMENTS**

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

**EMPLOYEE PRESENTATION**

3. Presentation of Employee Anniversary Pins
- Jimmy Garcia – 7 years
  - James Mills – 7 years
  - Joseph Glowitz – 3 years
  - Ron Buchwald – 1 year

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The Board of Directors presented Jimmy Garcia, Joseph Glowitz and Ron Buchwald with their anniversary pins and thanked them for their contribution and years of service to the District. James Mills was absent from the

meeting. MR. GLOWTIZ took the opportunity to introduce the District's newest staff members, Andy Calhoun - Maintenance Technician II and Karen Hopper - Accounting Technician.

**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.

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The Board adjourned to closed session at 12:50 p.m. to consider public employment pursuant to Government Code Section 54957 for an Employee Review – General Manager.

**RECONVENE TO OPEN SESSION**

The Board reconvened to open session at 1:36 p.m. PRESIDENT YORK stated that the evaluation was made and acted upon.

**OATH OF OFFICE**

5. A. Administer Oath of Office to Appointed Directors

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Certification in Lieu of Election having been received from the Riverside County Register of Voters office certifying that in lieu of the election on November 8, 2013, which was not held, Richard Friestad and Merritt Wiseman were appointed to the office of Director of Valley Sanitary District for a term commencing December 6, 2013 and ending December 1, 2017. MS. GOULD administered the oath of office to the newly appointed Directors.

- B. Election of Board Officers

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Nomination for office of President

**ACTION TAKEN:**

**MOTION:**

DIRECTOR TEAGUE nominated Doug York for President. DIRECTOR DURAN seconded the motion. DIRECTOR FRIESTAD moved that the nomination for President be closed. The motion carried by the following vote: 4 yes

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Nomination of office of Vice President

**ACTION TAKEN:**

**MOTION:**

DIRECTOR WISEMAN nominated Richard Friestad for Vice President. DIRECTOR DURAN seconded the motion. DIRECTOR TEAGUE moved that the nomination for Vice President be closed. The motion carried by the following vote: 4 yes

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Nomination for Secretary-Treasurer

**ACTION TAKEN:**

**MOTION:**

DIRECTOR TEAGUE nominated Merritt Wiseman for Secretary-Treasurer. DIRECTOR DURAN seconded the motion. DIRECTOR FRIESTAD moved that the nomination for Secretary-Treasurer be closed. The motion carried by the following vote: 4 yes

**ACTION TAKEN:**

**MOTION:** DIRECTOR TEAGUE nominated Mike Duran for Alternate Secretary. DIRECTOR FRIESTAD seconded the motion. PRESIDENT YORK moved that the nomination for President be closed. The motion carried by the following vote: 4 yes

**MINUTE ORDER NO. 2013-2231**

**NON-HEARING ITEMS**

6. Award of Manhole Rehabilitation Project #13

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It is recommended that the Board award the Manhole Rehabilitation Project #13 contract to Sancon Engineering, the lowest responsive and responsible bidder, not to exceed \$76,230 to coat 25 sewer manholes throughout the District, as well as other related work.

**ACTION TAKEN:**

**MOTION:**

DIRECTOR DURAN made a motion to award the Manhole Rehabilitation Project #13 contract to Sancon Engineering, Inc. and authorize the General Manager to execute a construction contract not to exceed \$76,230. DIRECTOR FRIESTAD seconded the motion. Motion carried by the following vote: 5 yes

**MINUTE ORDER NO. 2013-2232**

7. Annual Audit Reports and Comprehensive Annual Financial Report (CAFR) for the Valley Sanitary District and the Money Purchase Pension Plan for the Fiscal Year Ended June 30, 2013, by Van Lant & Fankhanel, LLP.

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**ACTION TAKEN:**

**MOTION:**

DIRECTOR WISEMAN made a motion to receive and file the Annual Audit Reports and Comprehensive Annual Financial Report (CAFR) for the Valley Sanitary District and the Money Purchase Pension Plan for the Fiscal Year Ended June 30, 2013. DIRECTOR FRIESTAD seconded the motion. The motion carried by the following vote: 5 yes

**MINUTE ORDER NO. 2013-2233**

8. Consideration of Resolution to Form a Joint Powers Authority with the City of Indio

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**“A RESOLUTION TO FORM A JOINT POWERS AUTHORITY WITH THE CITY OF INDIO”**

**ACTION TAKEN:**

**MOTION:**

DIRECTOR TEAGUE made a motion to adopt Resolution No. 2013-1050 to Form a Joint Powers Authority with the City of Indio. DIRECTOR DURAN seconded the motion. Motion carried by the following roll call vote:

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

**RESOLUTION NO. 2013-1050**

9. Manager's Notes

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MR. GLOWITZ distributed information to the Board from the AQWA Conference he attended recently. He suggested it would be beneficial to the District to consider becoming members of AQWA. MR. GLOWITZ requested to attend the CASA Outreach and AQWA Conference in Washington D.C. in February, 2014. The District's Fiscal Year 2014-2015 Budget Preparation Calendar was distributed.

**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 Expenditures for November 22, 2013 to December 5, 2013

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Check numbers 30791 to 30827 totaling \$57,590.74 were issued. Payroll checks numbers 8649 to 8653 totaling \$4,156.85 and payroll transfers of \$66,009.92 were also issued.

**ACTION TAKEN:**

**MOTION:**

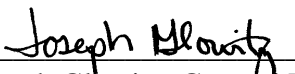
DIRECTOR WISEMAN made a motion to pay the disbursement items as presented.  
DIRECTOR DURAN seconded the motion. The motion carried by the following  
vote: 5 yes

**MINUTE ORDER NO. 2013-2234**

**ADJOURNMENT**

There being no further business to discuss, the meeting was adjourned at 2:20 p.m., and the next Regular Board Meeting will be held January 14, 2014.

Respectfully submitted,

  
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Joseph Glowitz, General Manager  
Valley Sanitary District