

**VALLEY SANITARY DISTRICT
MINUTES OF REGULAR BOARD MEETING
February 12, 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, February 12, 2013.

CALL TO ORDER, ROLL CALL

1. VICE PRESIDENT FRIESTAD called the meeting to order at 12:32 p.m. Those in attendance were as follows:

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

DIRECTORS ABSENT: None

STAFF PRESENT: Joseph Glowitz, General Manager, Holly Gould, Paul Kemp, Kenneth Kepley, Heberto Moreno, Brian Sprueill

GUESTS: None

MINUTES

2. Consideration of the January 22, 2013 Regular Board Meeting Minutes.

PRESIDENT YORK abstained from the vote due to his absence at the last meeting.

ACTION TAKEN:

MOTION: DIRECTOR FRIESTAD made a motion to approve the minutes for the Regular Board Meeting held January 22, 2013. DIRECTOR DURAN seconded the motion. Motion carried by the following vote: 4 yes.

MINUTE ORDER NO. 2013-2114

PUBLIC COMMENTS

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

EMPLOYEE PRESENTATION

3. Presentation of Employee Anniversary Pins
- Brian Sprueill – 1 year
 - Paul Kemp – 3 years
 - Kenneth Kepley – 7 years
 - Heberto Moreno – 8 years

The Board of Directors presented the employees listed above with their anniversary pins and thanked them for their contributions and years of service to the District.

NON-HEARING ITEMS

4. Purchase of SCADA Computer Hardware

MR. GLOWITZ informed the board that the hardware, software and programming components for the Supervisory Control & Data Acquisition (SCADA) system were originally included in Archer Western's bid for the main project but have since been removed and transferred back to Valley Sanitary District, with appropriate credits and change orders being issued. MR. GLOWITZ explained this was done to insure direct contact with Trimax Systems and to purchase the computer hardware that will be more compatible with District assets. It is now the Districts responsibility to purchase the data and historian servers with enhanced data storage for this phase of the project. Trimax System will then transfer the VSD systems to our servers and do the configuration and testing. DIRECTOR DURAN inquired if the price the District will be paying is more or less than what was listed in Archer Western's bid. MR. GLOWITZ informed the board that it was under specified in the bid, listing only one server needed, when two servers are required due to the fact that this system runs the entire plant and a full back up is necessary. PRESIDENT YORK asked how many days the Districts backup generators can sustain the plant. MR. GLOWITZ stated that we are currently at approximately 3 days with the amount of fuel we currently keep on hand.

ACTION TAKEN:

MOTION: DIRECTOR TEAGUE made a motion to acknowledge the purchase of the SCADA computer hardware. DIRECTOR DURAN seconded the motion. Motion carried by the following vote: 5 yes.

MINUTE ORDER NO. 2013-2115

5. Plant Upgrade Project Report No. 16

MR. GLOWITZ reported that the new digester tank is complete and should be water tested in March, 2013. The primary sedimentation tank is near completion and will be filled in February, 2013. 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. Major electrical work is being planned that will involve electrical shutdowns in early 2013. Archer Western submitted a progress payment request for work completed to date. After this payment, the remaining project budget including contingency is \$6.2 million.

ACTION TAKEN:

MOTION: DIRECTOR WISEMAN made a motion to authorize payment of the 14th progress payment to Archer Western in the amount of \$917,350.36 and \$101,927.82 in retention to be placed in an escrow account. DIRECTOR FRIESTAD seconded the motion. Motion carried by the following vote: 5 yes.

MINUTE ORDER NO. 2013-2116

6. Manager's Notes

MR. GLOWITZ gave an explanation of the new Development Services Chart which has been created to help track private development and district projects.

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

7. Approval of Expenditures for January 17, 2013 to February 6, 2013.

Check numbers 29783 to 29842 totaling \$133,738.89 were issued, as well as, three ACH payments totaling \$1,200,875.67. Payroll checks numbers 8496 to 8503 totaling \$5,125.89 and payroll transfers of \$68,015.22 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. 2013-2117

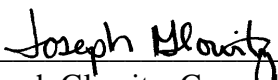
INFORMATIONAL ITEMS

The Board received and acknowledged the copy of Assessing Financial Capability for Municipal Clean Water Act Requirements Memorandum from the United States Environmental Protection Agency, Report compiled by the Western States Water Council – Water Reuse in the West: State Programs and Institutional Issues, and What Practitioners Need to Know. MR. GLOWITZ also presented the board with the Certificates of Occupancy from the City of Indio.

ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at 1:27 p.m., and the next Regular Board Meeting will be held February 26, 2013.

Respectfully submitted,



Joseph Glowitz, General Manager
Valley Sanitary District