

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

January 14, 2020

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 14, 2020.

**1. CALL TO ORDER**

President Mike Duran called the meeting to order at 1:00 p.m.

**1.1 Roll Call**

Directors Present:

Mike Duran, William Teague, Dennis Coleman, Debra Canero, Scott Sear

Staff Present:

Beverli A. Marshall, General Manager, Holly Gould, Joanne Padgham

Guests:

Robert Hargreaves, Best Best & Krieger

Chris Palmer, California Special Districts Association

**1.2 Pledge of Allegiance**

**2. PUBLIC COMMENT**

*This is the time set aside for public comment on any item not appearing on the agenda. Please notify the Secretary in advance of the meeting if you wish to speak on a non-hearing item.*

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None.

**5.2 Presentation of SDLF District Transparency Certificate of Excellence Award**

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President Duran requested that non-hearing item 5.2 be moved up on the agenda to accommodate Chris Palmer, Public Affairs Field Coordinator from California Special Districts Association. Mr. Palmer presented Valley Sanitary District with the District Transparency Certificate of Excellence Award. The award recognizes the outstanding efforts to promote transparency and good governance.

**3. CONSENT CALENDAR**

**3.1 Approve December 10, 2019 Regular Meeting Minutes**

**3.2 Approve Warrants for December 4, 2019 to January 8, 2020**

- 3.3 Approve Summary of Cash and Investments for November 2019
- 3.4 Approve Schedule of Regular Board meetings and District Observed Holidays for 2020

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Director Sear requested item 3.4 be removed from the consent calendar for discussion.

**ACTION TAKEN:**

**MOTION:** Vice President Teague made a motion to approve the consent items 3.1, 3.2, and 3.3 as presented. Director Canero seconded the motion. Motion carried by the following vote: 5 ayes  
**MINUTE ORDER NO. 2020-2969**

- 3.4 Approve Schedule of Regular Board meetings and District Observed Holidays for 2020

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Item 3.4 was removed from the consent calendar for further discussion. Director Sear suggested removing the strikethroughs for the board meetings of November 24, 2020 and December 22, 2020 and cancel them as needed.

**ACTION TAKEN:**

**MOTION:** Director Canero made a motion to approve the schedule of regular meetings for 2020 with the strikethroughs removed and to approve the District observed holidays for 2020. Director Sear seconded the motion. Motion carried by the following vote: 5 ayes  
**MINUTE ORDER NO. 2020-2970**

**4. PUBLIC HEARING**

- 4.1 Public Hearing to Receive Input from the Community Regarding the Boundaries and the Composition of Wards to be Established for Ward-Based Elections

- General Notice and Call
- President Announces Public Hearing Procedures
- General Manager's Report
- President Declares Public Hearing Open
- Public Comments
- President Declares Public Hearing Closed
- Board Discussion

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A notice of the hearing was published in the Desert Sun newspaper on November 20, 2019 and November 27, 2019. President Duran declared the public hearing open at 1:19 p.m. Ms. Marshall stated that this is the second of two public hearings to discuss establishing the boundaries and composition of the wards for future District elections. President Duran suggested a two-ward split. Ms. Marshall explained that may not fit our demographics but will suggest it to the consultant. No members of the public were present. President Duran declared the public hearing closed at 1:34 p.m.

**ACTION TAKEN:**

**MOTION:** Director Canero made a motion for the General Manager to give direction to the consultant of the discussion of today's Public Hearing. Secretary Coleman seconded the motion. Motion carried by the following roll call vote:

AYES: Canero, Coleman, Duran, Sear, Teague

NOES: None

ABSENT: None

ABSTAIN: None

**MINUTE ORDER NO. 2020-2071**

**5. NON-HEARING ITEMS****5.1 Election of Officers**

Pursuant to Resolution 2018-1109 election of officers shall be held at the first (1<sup>st</sup>) Board of Director's meeting in December of each calendar year. Officers shall serve for a term of one (1) year. Nominations shall be made from the floor and votes shall be in order of President, Vice President, and Secretary.

Nomination of President – Vice President Teague made a motion to nominate Mike Duran for the office of President of the Valley Sanitary District Board of Directors. Director Canero seconded the motion. Motioned carried by the following roll call vote:

AYES: Director(s) Canero, Coleman, Duran, Sear, Teague

NOES: None

ABSENT: None

ABSTAIN: None

Nomination of Vice President – Vice President Teague made a motion to nominate Scott Sear for the office of Vice President of the Valley Sanitary District Board of Directors. Secretary Coleman seconded the motion. Motioned carried by the following roll call vote:

AYES: Director(s) Canero, Coleman, Duran, Sear, Teague

NOES: None

ABSENT: None

ABSTAIN: None

Nomination of Secretary – Secretary Coleman made a motion to nominate Debra Canero for the office of Secretary of the Valley Sanitary Board of Directors. Director Sear seconded the motion. Motioned carried by the following roll call vote:

AYES: Director(s) Canero, Coleman, Duran, Sear, Teague

NOES: None

ABSENT: None

ABSTAIN: None

**MINUTE ORDER NO. 2020-2072**

**5.3 Appoint Directors and Alternate to the East Valley Reclamation Authority (EVRA) Joint Powers Authority Board of Directors**

With the recent progress the EVRA JPA has been making, President Duran suggested that Director William Teague and Director Dennis Coleman continue to sit on the EVRA Board for calendar year 2020. Vice President Scott Sear was suggested as the alternate.

**ACTION TAKEN:**

**MOTION:** Secretary Canero made a motion to appoint Director William Teague and Director Dennis Coleman to the East Valley Reclamation Authority Joint Powers Authority for calendar year 2020. Vice President Scott Sear will serve as the alternate. Director Coleman seconded the motion. Motion carried by the following roll call vote:

AYES: Canero, Coleman, Duran, Sear, Teague

NOES: None

ABSENT: None

ABSTAIN: None

**MINUTE ORDER NO. 2020-2073**

5.4 Discuss Staffing Analysis and Wage & Benefits Comparison Report and Give Direction on Implementation Findings

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A discussion took place regarding the General Manager's recommendation of adding eight (8) additional staff within the next fiscal year. President Duran was concerned how this would affect the budget. Director Teague stated the importance of having the proper amount of staff needed in terms of health and safety. Secretary Canero recommended to fill the Electrical/Instrumentation Supervisor position immediately and suggested adding the additional positions to the next fiscal year budget for review. A discussion of the compensation policy also took place. Ms. Marshall explained that many of the current positions at the district fall below the mean (average) of comparable agencies. It was the consensus of the board for Ms. Marshall to develop a compensation policy that is comparable with other agencies of similar size and function and bring it back to the next board meeting.

**ACTION TAKEN:**

**MOTION:** Secretary Canero made a motion to authorize the General Manager to fill the Electrical/Implementation Supervisor position immediately and add the additional staffing positions to the 2020/2021 Fiscal Year Budget for review. Secretary Coleman seconded the motion. Motion carried by the following roll call vote:

AYES: Canero, Coleman, Duran, Sear, Teague

NOES: None

ABSENT: None

ABSTAIN: None

**MINUTE ORDER NO. 2020-2074**

5.5 Adopt Valley Sanitary District Death Benefits Policy

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Secretary Canero requested that staff research purchasing a death benefit on behalf of District employees. After researching various life insurance and pre-death benefits

programs, staff determined that it was cost prohibitive and provided little value to the employees directly. Rather than buying into a program, staff recommends that the Board establish a death benefits program, build funds into the budget each year, and pay the employee's family directly should the situation arise. District Counsel will check to see if Directors can be included in this benefit.

**ACTION TAKEN:**

**MOTION:** Director Teague made a motion to adopt the Valley Sanitary District Death Benefits Policy and contingent on the approval of the attorney will include Staff and Directors. Secretary Canero seconded the motion. Motion carried by the following roll call vote:  
AYES: Canero, Coleman, Duran, Sear, Teague  
NOES: None  
ABSENT: None  
ABSTAIN: None

**MINUTE ORDER NO. 2020-2075**

5.6 Discuss and Authorize Attendance at the California Association of Sanitation Agencies' (CASA) D.C. Policy Forum in Washington D.C., February 24-26, 2020

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It was approved to send four (4) directors to attend the CASA D.C. Policy Forum, February 24-26, 2020.

**ACTION TAKEN:**

**MOTION:** Director Teague made a motion to approve the attendance of four (4) directors to attend the CASA D.C Policy Forum, February 24-26, 2020. Vice President Sear seconded the motion. Motion carried by the following roll call vote:  
AYES: Canero, Coleman, Duran, Sear  
NOES: Teague  
ABSENT: None  
ABSTAIN: None

**MINUTE ORDER NO. 2020-2076**

5.7 Staff Updates

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The board thanked staff for their continued efforts working with FEMA on the reimbursement of the design and construction of the final repair of the damage caused to the sewer siphon during the February 14, 2019 storm event.

**6. 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.*

The board thanked staff for their hard work putting together the Staffing Analysis and Wage & Benefits Comparison. They also stated they like the new agenda format. Director Teague asked for a moment of silence to reflect on Ginger. He offered his condolences to Ms. Marshall and thanked for her sharing Ginger with everyone.

7. **INFORMATIONAL ITEMS**

7.1 Combined Monthly Account Summary for November 2019

7.2 Monthly Income Summary for November 2019

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8. **ADJOURNMENT**

There being no further business to discuss, the meeting was adjourned at 3:01 p.m. in memory of Ginger Marshall. The next regular board meeting will be held January 28, 2020.

Respectfully submitted,

*Holly Gould*

Holly Gould, Clerk of the Board  
Valley Sanitary District