

**VALLEY SANITARY DISTRICT
MINUTES OF REGULAR BOARD MEETING
March 17, 2020**

*******SPECIAL NOTICE – Telephonic Accessibility*******

Pursuant to Paragraph 11 of Executive Order N-25-20, executed by the Governor of California on March 12, 2020, as a response to mitigating the spread of coronavirus known as COVID-19, during the March 17, 2020 special meeting of Valley Sanitary District Board of Directors, members of the public will be allowed to attend and address the Board of Directors during the open session of the meeting telephonically.

Members of the public wanting to listen to the open session of the meeting were able to do so by calling (425) 436-6376 and when prompted, enter access code 166514. Members of the public wanting to address the Board, either during public comment or for a specific agenda item, or both, were requested to send an email notification no later than 12:30 p.m. on the day of the meeting to the Valley Sanitary District's Clerk of the Board at hevans@valley-sanitary.org. The District will make every effort to accommodate hygiene and social distancing for those that wish to attend in person.

A special 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, March 17, 2020.

1. CALL TO ORDER

President Mike Duran called the meeting to order at 1:03 p.m.

1.1 Roll Call

Directors Present via Telephone:

Mike Duran, Scott Sear, Dennis Coleman, William Teague

Directors Present:

Debra Canero

Staff Present:

Beverli A. Marshall, General Manager, Holly Gould, Joanne Padgham, and Ron Buchwald

Guests via Telephone:

Robert Hargreaves, Best Best & Krieger

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.

None.

3. CONSENT CALENDAR

3.1 Approve March 10, 2020 Regular Meeting Minutes

ACTION TAKEN:

MOTION:

Director Teague made a motion to approve the consent calendar as presented. Vice President Sear 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. 2020-2996

4. NON-HEARING ITEMS

4.1 Discuss Draft Operations and Maintenance Budget for Fiscal Year 2020/21

General Manager Beverli Marshall gave an overview of the changes for the Fiscal Year 2020/21 Proposed Budget. The budget proposes filling seven (7) vacant positions. Vice President Sear inquired how many of those were most critical. Ms. Marshall stated that four (4) of the seven (7) should be made a priority. Vice President Sear also inquired about the on-site IT consultant. Secretary Canero asked about the solar pond mixer for pond 3. Mr. Buchwald stated that the ponds aren't due to be decommissioned for four (4) to five (5) years and with the new ammonia limits set by our NPDES permit it is an important piece of equipment. Director Coleman asked about the sewer rate and capacity study since the recycled water project was not included in the last study. He asked staff to provide directors with an explanation of toxicity identification evaluation. Director Teague stated that this budget is really telling the board what staff needs. He thinks it's an exceptional budget and stated that staff did an excellent job putting it together. President Duran inquired about the election costs. Director Teague stated that this is the District's portion of the election cost from the Riverside Registrar of Voters. Ms. Marshall explained that due to the new requirements of the Districts permit the operating supplies budget has increased, as well as contract services. The Board gave direction to staff to adjust the budget to fill four (4) vacant positions for the Fiscal Year 2020/21. Staff will make the adjustments and bring the proposed budget back to the board for review in April 2020.

4.2 Capital Improvement Projects Update and Planning

Ron Buchwald, District Engineer, presented two (2) versions of the District's Capital Improvement & Replacement Plan. One version shows the District's plan rate increase for this upcoming year and the second version shows the District's plan rate increase plus a future five-year rate increase. Secretary Canero asked what the priority of these projects are and if there are any that could be pushed off for the future. Ron stated that the Westward Ho Project is high priority, but the District will recover some of the costs of the project through Cal OES and FEMA. The Treatment Plant Expansion and the Influent Pump Station Rehab Project is also of high importance. The Collections

System Rehabilitation Projects do allow for some wiggle room. The New Training and Office Building is a priority due to increasing staff but there are temporary options that can be taken until funds can be freed up. Director Coleman suggested exploring bond financing which would allow for rate smoothing. Vice President Sear asked staff to send the directors information on bond financing. A discussion took place regarding the Plant Expansion Project and recycled water. President Duran asked staff to include the cost of portable buildings in the operating budget.

4.3 Award Contract to Perform Sewer Main Point Repair to Borden Excavation

Staff has received 2 out of 3 requested proposals from contractors for a point repair located on Deglet Noor and Leroy Street. A significant void outside of the sewer infrastructure was identified during a routine CCTV inspection. It was discovered upon reaching a manhole that a cap to seal a stub out was missing. This void could eventually lead to a dangerous sink hole if no action is taken. It is unknown who or what may have caused the cap on the stub out to come off. It is recommended to award a contract to Borden Excavation for \$19,695.29.

ACTION TAKEN:

MOTION: Director Coleman made a motion to authorize the General Manager to execute contract with Borden Excavating, Inc. in the amount not to exceed \$19,695.29 to perform a point repair on Deglet Noor Street. Director Teague 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. 2020-2997

4.4 Call for Nomination for Special District Member and Alternate, Riverside County Local Agency Formation Commission

Director Coleman made a motion to appoint Debra Canero for the Regular Special District Member position and Scott Sear as the Alternate Special District Member for the Riverside County Local Agency Formation Commission (LAFCO).

ACTION TAKEN:

MOTION: Director Coleman made a motion to appoint Debra Canero for the Regular Special District Member position and Scott Sear as the Alternate Special District Member for the Riverside County Local Agency Formation Commission (LAFCO). Director Teague 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. 2020-2998

5. **GENERAL MANAGER'S ITEMS**

Ms. Marshall gave an update of the COVID-19 situation. She has been busy with emails, phone calls and webinars keeping updated with the latest COVID-19 information and protocols. Staff is doing everything they can to protect themselves and the public. The District has closed the dump pad until further notice. The website has been updated to inform the public how best to conduct business during this time. Non-essential tours and meetings have been canceled and board meetings will be conducted telephonically. Ms. Marshall informed the board that this week is National Fix A Leak Week, which promotes water conservations through fixing leaks and reducing waste. A discussion took place regarding baby wipes in our collections system and how to promote not flushing them.

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.

President Duran thanked Ms. Marshall and Mr. Hargreaves for keeping everyone informed during this time. Director Coleman inquired if the SLDA Conference has been canceled.

7. **CONVENE IN CLOSED SESSION**

- 7.1 Pursuant to Government Code Section 54954.5 Public Employee Performance Evaluation
Title: General Manager

This item will be rescheduled for a future meeting.

8. **CONVENE IN OPEN SESSION**

9. **INFORMATIONAL ITEMS**

None

10. **ADJOURNMENT**

There being no further business to discuss, the meeting was adjourned at 3:03 p.m. The next regular board meeting will be held March 24, 2020.

Respectfully submitted,



Holly Gould, Clerk of the Board
Valley Sanitary District