

**VALLEY SANITARY DISTRICT  
MINUTES OF SPECIAL BOARD MEETING  
April 28, 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 April 28, 2020 regular 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](mailto:hevans@valley-sanitary.org).***

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, April 28, 2020.

**1. CALL TO ORDER**

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

**1.1 Roll Call**

Directors Present via Telephone:

Debra Canero, Dennis Coleman, Mike Duran, William Teague

Directors Present:

Scott Sear

Staff Present:

Beverli A. Marshall, General Manager, Holly Gould, Ron Buchwald, Joanne Padgham (via telephone), Ian Wilson (via telephone); Legal Counsel: Robert Hargreaves, Best Best & Krieger (via telephone)

Guests via Telephone:

Haki Dervishi, One Stop Shoppe

**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.

### **3. CONSENT CALENDAR**

- 3.1 Approve April 14, 2020, Regular Meeting Minutes
  - 3.2 Approve Warrants for April 9 to April 22, 2020
  - 3.3 Summary of Cash and Investments for March 2020
  - 3.4 Accept Certificate of Acceptance for Sewer Main Improvements for Tract 32341-7 and 32341-9 Residential Development and Authorize the General Manager to Sign and have Notarized the Certificate of Acceptance for Recording Purposes
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#### **ACTION TAKEN:**

##### **MOTION:**

Director Teague made a motion to approve the consent calendar as presented. 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. 2020-3008**

### **4. NON-HEAING ITEMS**

- 4.1 Discussed Proposed Comprehensive Budget for Fiscal Year 2020/21 and Provide Direction to Staff

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Staff presented the Fiscal Year 2020/21 Draft budget to the board for input, revisions and recommendations. Directors Teague and Coleman felt it was a reasonable budget and recommended it move forward without any changes. President Duran, Vice President Sear and Secretary Canero were not comfortable with the presented draft budget. It was determined that more information was needed for them to be able to make any recommendations. An ad-hoc budget committee was formed that includes Vice President Sear and Secretary Canero. They will meet with the General Manager and staff for further clarity on proposed budgeted items. The draft budget will come back before the board on May 26, 2020.

#### **ACTION TAKEN:**

##### **MOTION:**

Director Teague made for the General Manager to move forward with the budget as presented. Director Coleman seconded the motion. Motion not carried by the following roll call vote:

AYES: Coleman, Teague

NOES: Canero, Duran, Sear

ABSENT: None

ABSTAIN: None

**MINUTE ORDER NO. 2020-3009**

#### 4.2 Adopt VSD Design Build Conflict of Interest Policy

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Pursuant to California Public Contract Code section 22160 et seq. public agencies seeking to use the design build process to construct public work projects shall adopt a Conflict of Interest Policy for Design Build projects. This policy sets the ground rules for consultants, subconsultants, contractors, subcontractors and related entities to avoid Conflict of Interest situations. It was recommended by legal counsel that the District adopt this policy.

**ACTION TAKEN:**

**MOTION:** Director Teague made a motion to adopt the Design Build Conflict of Interest Policy. 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. 2020-3010**

#### 4.3 Authorize the General Manager to Execute a Contract with Carollo Engineers, Inc. to Provide Final Design of the Siphon Replacement Crossing the Coachella Stormwater Channel

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On April 23, 2019, the Board authorized the General Manager to execute a contract with Carollo Engineers, Inc. (Carollo) for a not to exceed price of \$125,534 for the preliminary design of the replacement of the sewer siphon crossing the Coachella Stormwater Channel at Westward Ho. The preliminary design report determined the preferred method to use is Horizontal Directional Drilling (HDD) in terms of cost, constructability, and future operation and maintenance. The next phase will consist of performing the final design of the project based on the HDD method. This will provide full plans and specifications for contractors to be able to bid on to determine the lowest, responsible bidder. It is recommended to execute a contract with Carollo Engineers, Inc. to provide final design for a not to exceed amount of \$279,893. Most of this money will be reimbursed through FEMA/CalOES.

**ACTION TAKEN:**

**MOTION:** Vice President Sear made a motion to authorize the General Manager to execute a contract with Carollo Engineers, Inc. to perform final design of the sewer siphon replacement crossing the Coachella Stormwater Channel in an amount not to exceed \$279,893. 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. 2020-3011**

#### 4.4 Award of Contract to Petrochem Materials Innovation, LLC for the Slurry Seal of Asphalt Roads Throughout the VSD Facility

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The asphalt throughout the VSD facility is getting worn with cracks and pits. Adding slurry seal will provide for a fresh look and provide several years of life to the asphalt. Petrochem Materials Innovation, LLC (PMI) offers a superior slurry seal product that lasts longer than basic slurry seals. PMI is the only manufacturer to make this product. PMI offers the lowest possible pricing to any public utility in California due to their bid pricing agreement with the City of Los Angeles. Other cities within the Coachella Valley have used this price agreement to take advantage of discounted pricing without having to publicly bid the project. It is recommended to execute a construction contract with PMI for a not to exceed amount of \$78,350.

#### **ACTION TAKEN:**

##### **MOTION:**

Secretary Canero made a motion to authorize the General Manager to execute a construction contract with PMI to perform the slurry seal of asphalt roads throughout VSD Facility not to exceed \$78,350. 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. 2020-3012**

#### **5. GENERAL MANAGER'S ITEMS**

##### 5.1 Oral Update on COVID-19 and Potential Direction from the Board

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Monitoring of the phone calls, emails and webinars on the COVID-19 updates are continuing. Ms. Marshall reported that staff is continuing the alternate schedules of Team A and Team B, one week on and one week off. There is a lot of pressure from the business community to reopen. Four cities in the Coachella Valley, including the City of Indio, have submitted a letter requesting that the county approve a process for reopening. Governor Newsome has announced that schools may reopen in July and will include a combination of distance learning.

#### **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.*

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None.

#### **7. INFORMATIONAL ITEMS**

##### 7.1 Combined Monthly Account Summary March 2020

##### 7.2 Monthly Income Summary March 2020

- 7.3 Adjourn in recognition of May 3 – 9, 2020, as National Public Service Recognition Week. This week was created in 1985 to honor those who serve as federal, state, county, and local government employees. You can find more information about this event at <https://psrw.ourpublicservice.org/>.

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Vice President Sear suggested an appreciation lunch for staff in honor of National Public Service Recognition Week; the Board agreed.

**8. ADJOURNMENT**

There being no further business to discuss, the meeting was adjourned at 2:47 p.m. The next regular board meeting will be held May 12, 2020.

Respectfully submitted,  
Holly Gould  
Clerk of the Board  
Valley Sanitary District