

**VALLEY SANITARY DISTRICT  
MINUTES OF SPECIAL BOARD MEETING  
April 14, 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 14, 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 14, 2020.

**1. CALL TO ORDER**

President Mike Duran called the meeting to order at 1:04 p.m.

**1.1 Roll Call**

Directors Present via Telephone:

Mike Duran, Dennis Coleman, William Teague

Directors Present:

Debra Canero, Scott Sear

Staff Present:

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

Guests via Telephone:

Hugh Curtis, Desert Cornerstone Insurance Services

Paul Fuller, Allied Public Risk

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 March 24, 2020, Regular Meeting and March 31, 2020, Special Meeting Minutes
- 3.2 Approve Warrants for March 19 to April 8, 2020

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Director Teague abstained from the vote due to his absence at the March 31, 2020 special meeting.

#### **ACTION TAKEN:**

**MOTION:** Vice President Sear 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  
NOES: None  
ABSENT: None  
ABSTAIN: Teague  
**MINUTE ORDER NO. 2020-3004**

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

- 4.1 Adopt a Resolution Providing for the Election of Members of the Board of Directors by Five Wards, Establishing the Boundaries and Identification Number of Each Ward, Establishing the Election Order of Each Ward, and Directing Staff to Notify the Riverside County Registrar of Voters

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**“Resolution of the Board of Directors of the Valley Sanitary District Declaring Its Intention to Transition from At-Large to By-Ward Elections and Setting Forth the Process for Transitioning to By-Ward Elections”**

#### **ACTION TAKEN:**

**MOTION:** Secretary Canero made a motion to adopt Resolution No. 2020-1128 Declaring Valley Sanitary District’s Intention to Transition from At-Large to By-Ward Elections and Setting Forth the Process for Transitioning to By-Ward Elections. 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  
**RESOLUTION NO. 2020-1128**

- 4.2 Set Public Hearing Date to Adopt the VSD Comprehensive Budget for Fiscal Year 2020/2021

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It is recommended that the Board set a budget hearing date for June 9, 2020 to adopt the fiscal year 2020/2021 Operations and Maintenance Budget and Capital

Improvement Program and to approve the Public Hearing Notice for publishing in the Desert Sun on April 26, 2020 and May 10, 2020.

**ACTION TAKEN:**

**MOTION:** Director Teague made a motion to set a budget hearing date for June 9, 2020 to adopt the fiscal year 2020/2021 Operations and Maintenance Budget and Capital Improvement Program and to approve the Public Hearing Notice for publishing in the Desert Sun on April 26, 2020 and May 10, 2020. 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. 2020-3005**

- 4.3 Annual Renewal of the Property, General Liability, Management Liability, Inland Marine, Auto, Umbrella, and Earthquake Insurance Coverage by Desert Cornerstone Insurance Service, Inc. for Fiscal Year 2020/21 in an Amount Not to Exceed \$291,148

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Hugh Curtis from Desert Cornerstone Insurance Service, Inc. presented the insurance renewal proposal for the 2020/21 fiscal year. Desert Cornerstone Insurance Service, Inc. currently insures the District for property, general liability, management liability, inland marine, auto, umbrella and earthquake. The 12-month coverage period is from July 1, 2020 – June 30, 2021. Paul Fuller, the expert on the Environmental Pollution Policy, renewed in March 2020, gave a presentation to the Board about this coverage. The total cost for the covered programs is \$304,300 and is included in the proposed Comprehensive Budget for FY 2020/21. Currently the pollution policy provides a \$1,000,000 limit of liability. The board requested Mr. Fuller to provide a quote to staff for an increase to \$2,000,000.

**ACTION TAKEN:**

**MOTION:** Secretary Canero made a motion to authorize the General Manager to renew the District's insurance coverage for property, general liability, management liability, inland marine, auto, umbrella, and earthquake for Fiscal Year 2020/21 and make the related payment to Desert Cornerstone Insurance Service, Inc. in an amount not to exceed \$291,148. 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. 2020-3006**

- 4.4 Authorize the Purchase of a 25HP Floating Brush Aerator from ECS House Industries in an Amount Not to Exceed \$38,670

Due to the severity of breakdowns of S&N Airoflo aerators, it is recommended to purchase one 25 horsepower Floating Brush Aerator from ECS House Industries as a sole source procurement, for a total cost of \$38,670.00. In the future, the District will purchase similar aerators from the same manufacturer, which will allow for the exchange and salvage of spare parts.

**ACTION TAKEN:**

**MOTION:** Vice President Sear made a motion to authorize the General Manager to purchase one 25 horsepower Floating Brush Aerator from ECS House Industries for a total cost of \$38,670.00 (including tax and delivery). 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. 2020-3007**

4.5 Consider LAFCO Elections and Give Direction to Board President

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The board discussed and gave direction to President Duran on how to proceed.

4.6 Staff Update

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The annual newsletter was mailed out using the same mailing list as the Prop 218 notice. It includes articles in both English and Spanish. It covered such topics as the new logo, what can be flushed, and the public hearing for the rate increase. There was a discussion on the security cameras.

**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. Staff has also begun tracking all costs associated with the pandemic for possible FEMA reimbursement. The board thanked Ms. Marshall and staff for the great work they are doing.

**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 Recognize April 20 – April 24, 2020, as National Environmental Education Week, sponsored by the National Environmental Education Foundation (NEEF). Each

day has a theme and the theme for Monday, April 20, is Water Quality. Find more information at: <https://www.neefusa.org/education/eeweeek>

**8. ADJOURNMENT**

There being no further business to discuss, the meeting was adjourned at 2:17 p.m. The next regular board meeting will be held April 28, 2020.

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