

**VALLEY SANITARY DISTRICT
MINUTES OF REGULAR BOARD MEETING
May 26, 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 May 26, 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.

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, May 26, 2020.

1. CALL TO ORDER

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

1.1 Roll Call

Directors Present:

Debra Canero, Dennis Coleman (via telephone), Mike Duran, Scott Sear, William Teague

Staff Present:

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

1.2 Pledge of Allegiance

**1.3 New Employee Introduction
- Cassidy Laughy, Operator-In-Training**

The Board also welcomed the District's newest staff member, Cassidy Laughy, Operator-In-Training.

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 May 12, 2020, Regular Meeting Minutes
 - 3.2 Approve Warrants for May 7 to May 20, 2020
 - 3.3 Accept Summary of Cash and Investments April 2020
 - 3.4 Accept Combined Monthly Account Summary April 2020
 - 3.5 Accept Monthly Income Summary April 2020
-

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. 2020-3014

4. NON-HEARING ITEMS

- 4.1 Adopt Resolution Amending Employee Wages and Benefits for Fiscal Year 2020/21

A discussion took place regarding Resolution No. 2020-1130 Amending Employee Wages and Benefits for Fiscal Year 2020/21. Director Teague made a motion to increase the cost of living from one Percent (1%) to three percent (3%). The motion did not pass. There was further discussion of stand-by pay, special assignment pay for bilingual translators, and special compensation for employees who hold certifications in addition to those required by their position.

ACTION TAKEN:

MOTION:

Director Teague made a motion to increase the cost of living increase to three percent (3%). 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

ACTION TAKEN:

MOTION:

Secretary Canero made a motion to adopt Resolution No. 2020-1130 Amending Employee Wages and Benefits for Fiscal Year 2020/21. 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
RESOLUTION NO. 2020-1130

“A RESOLUTION OF THE BOARD OF DIRECTORS OF VALLEY SANITARY DISTRICT AMENDING EMPLOYEE WAGES & BENEFITS EFFECTIVE JULY 1, 2020”

4.2 Discuss and Approve CalPERS Unfunded Accrued Liability Fresh Start Option

The UAL payoff balance as of June 30, 2020 is approximately \$1,922,788. In April 2018, the Board of Directors approved the 5-year Fresh Start pre-payment option for Fiscal Year 2018/19. Due to CalPERS adding new amortization layers the Board recommended a new 5-Year Fresh Start in April 2019. After discussion, the Board decided to go with the 3-Year Fresh Start Program. Payments are due July 31 each year.

ACTION TAKEN:

MOTION: Director Coleman made a motion to approve the 3-Year Fresh Start option. 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. 2020-3015

4.3 Award Contract to Birdseye Planning Group, LLC for Initial Study / Mitigated Negative Declaration for Collections System Rehabilitation and Program Management Project and Authorize General Manager to Execute Task Order No. 2

The Collections System Rehabilitation and Program Management project is comprised of multiple projects within the District's boundary. The scope of work involves replacing or relining sections of existing sewer main, many within existing road corridors. An Initial Study supporting a Mitigated Negative Declaration is being requested in order to satisfy CEQA requirements and to cover potential impacts associated with either replacement or rehabilitation of the pipeline segments. The advantage to preparing an Initial Study for the program is that each individual project can be constructed as needed without the need to file project-specific Categorical Exemptions or Mitigated Negative Declarations. Birdseye Planning Group is part of the District's Indefinite Delivery / Indefinite Quantity as Needed Consultant contracts that has been pre-selected and awarded a contract for CEQA consultant work in June 2018. This project will be the second task order under the June 2018 consultant contract.

ACTION TAKEN:**MOTION:**

Director Teague made a motion to award a contract to Birdseye Planning Group, LLC to perform the Initial Study and Mitigated Negative Declaration and authorize the General Manager to execute Task Order No. 2 for a total cost of \$30,120. 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. 2020-3016

- 4.4 Award Contract to SGH Architects for Initial Design Review of New Training Building and Authorize General Manager to Execute Contract in an Amount Not to Exceed \$73,436

Even without increasing the number of staff at the District, staff identified a need for additional office space, a multi-purpose training space, storage, and staff locker and changing space. The Adopted FY 2018/19 Budget included funds to begin the design of a building to meet these needs. This item was carried over to the FY 2019/20 Budget. Staff sent out a Request for Qualifications (RFQ) to solicit architects to complete the initial design. SGH Architects provided the best qualifications from the two architects that responded to the RFQ. Staff negotiated a scope of work to complete the design of the building along with a proposed fee. The total cost to complete the design of the building is \$257,026. SGH proposed \$73,436 for the initial design (Phase 1), which will provide a schematic of the building, site layout, and a probable construction cost. This will allow staff to refine the construction cost for future CIP budget.

ACTION TAKEN:**MOTION:**

Vice President Sear made a motion to award a contract to SGH Architects for the initial design of a new training and office building and authorize the General Manager to execute a contract not to exceed \$73,436. 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. 2020-3017**5. GENERAL MANAGER'S ITEMS**

General Manager's items not listed are for discussion only; no action will be taken without an urgency vote pursuant to State law.

- 5.1 Oral Update on COVID-19 and Potential Direction to Staff
- 5.2 Issuance of Request for Qualifications (RFQ) for Influent Pump Station Rehabilitation Project

Ms. Marshall stated that the COVID-10 situation is changing momentarily. The District is taking their lead from the CDC, County, and State. All staff is back working on-site with the exception of the high-risk employees which will return at Stage 4 of re-opening. The District is still keeping its gates closed and having minimal interaction with the public. Ms. Marshall gave an update of the Budget as-hoc committee. At their direction the sewer rate study and wellness program were put back into the budget for Fiscal Year 2020/21. Ms. Marshall asked for clarification from the Board on the topic of the additional two Operators built in the Fiscal Year 2020/21 budget. Director Coleman stated he understood that the two additional staff were built into the revised budget. Directors Duran, Canero, Sear and Teague stated that they did not want to add the additional Operators into the budget at this time.

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 congratulated Joanne Padgham on her upcoming retirement and thanked her for her years of service and dedication to the District.

7. INFORMATIONAL ITEMS

- 7.1 June 5, 2020, is World Environment Day, which was created by the United Nations in 1974 to encourage awareness and action to protect the environment. The theme for 2020 is *Biodiversity*. More information about this day can be found at:

<https://www.themightyearth.com/world-environment-day-2020/>

World Environment Day 2020



8. PUBLIC COMMENT

This is the time set aside for public comment on any item to be discussed in Closed Session. Please notify the Secretary in advance of the meeting if you wish to speak on an item

None.

9. CONVENE IN CLOSED SESSION

Items discussed in Closed Session comply with the Ralph M. Brown Act.

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

The Board adjourned to closed session at 2:50 p.m.

10. CONVENE IN OPEN SESSION

Report out on Closed Session items

The board reconvened to open session at 3:10 p.m. President Duran stated there was nothing to report.

11. ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at 3:13 p.m. The next regular board meeting will be held June 9, 2020.

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