

**VALLEY SANITARY DISTRICT
MINUTES OF REGULAR BOARD MEETING
September 8, 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 September 8, 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 hgould@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, September 8, 2020.

1. CALL TO ORDER

Vice President Sear called the meeting to order at 1:00 p.m.

1.1 Roll Call

Directors Present:

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

Staff Present:

Beverli Marshall, General Manager, Holly Gould, Scott Graham, and Marin Gutierrez; Via Telephone: Ron Buchwald, Jeanette Juarez, Robert Hargreaves, Best Best & Krieger

1.2 Pledge of Allegiance

1.3 September Employee Anniversaries

- Scott Graham, Operator II – 30 years
- Main Gutierrez, Collection System Tech I – 1 year

The Board congratulated Scott and Marin on their hard work and dedication to the district.

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 August 25, 2020 Regular Meeting Minutes

3.2 Approve Warrants for August 20 to September 2, 2020

ACTION TAKEN:

MOTION: Director Teague a motion to approve the consent calendar as presented. Secretary/Treasurer Canero seconded the motion. Motion carried unanimously.

MINUTE ORDER NO. 2020-3036

4. NON-HEARING ITEMS

4.1 Authorize the General Manager to Execute a Contract with Desert Arc for Janitorial Services in an Amount Not to Exceed \$50,000 for a 12-month Period

To fulfill the need of janitorial and landscaping needs, staff published a request for proposals (RFP) on July 1, 2020, as well as reached out to local service providers. The District received no proposals in response to the RFP. Staff then reached out to Desert Arc to negotiate for services and received a quote for \$40,008 plus \$10,000 for as-needed enhanced services for a 12-month period. The Board requested more information from staff. They would like to get more information from Desert Arc about their COVID-19 protocols and would like staff to bring a quote for landscaping services to get a more well-rounded idea of the annual fiscal impact. This item will be brought back before the Board.

4.2 Award a Contract to Desert Concepts Construction, Inc. in the Amount of \$40,425 for the Cabazon Road Stabilization Project

The slope along the south end of the District's property is being eroded during flooding events which is causing the posts of the chain link fence to become exposed. District staff worked with the City of Indio to develop a solution to protect the slope (within City right-of-way) and provide a minimal fee permit to perform the work. The work includes grading the existing slope and installing filter fabric, gravel base, and rip-rap rock on the newly graded slope. This bid covers only a portion of the overall project as staff wanted to see it before moving forward with the entire project. If this initial phase is successful, staff will request to move forward with the remaining portion of the project.

ACTION TAKEN:

MOTION: Director Teague made a motion to award a contract to Desert Concepts Construction, Inc. in an amount not to exceed \$40,425 for the slope restoration and stabilization project. President Duran seconded the motion. Motion carried by the following roll call vote:
AYES: Canero, Coleman, Duran, Sear, Teague
NOES: None

MINUTE ORDER NO. 2020-3037

4.3 Authorize the General Manager to Execute a Contract with Harris & Associates in an Amount Not to Exceed \$47,400 for Inspection Services for the Indio Boulevard Rehabilitation Project

The Collection System Rehabilitation & Program Management project is comprised of multiple sewer main replacement or relining projects within the District's boundary. Inspection services are required to make sure the contractor performs the required work per VSD design standards and project specifications. VSD staff will be involved in these efforts but need outside assistance to perform the daily inspection tasks. This proposal is for the Indio Boulevard Rehabilitation Project only. Future projects in this program will need inspection services as well, but we will use this project to customize future proposals.

ACTION TAKEN:

MOTION: President Duran made a motion to authorize the General Manager to execute a contract with Harris & Associates in an amount not to exceed \$47,400 to provide inspection services for the Indio Blvd Rehabilitation Project and authorize the General Manager to execute Task Order No. 20-01. Motion carried by the following roll call vote:

AYES: Canero, Coleman, Duran, Sear, Teague

NOES: None

MINUTE ORDER NO. 2020-3038

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 Monthly General Manager's Report – July

- Administrative Services
- Operations & Maintenance
- Development Services
- Collection Services
- CIP Project Update

Ms. Marshall presented the staff updates for July 2020. The General Manager's Report has a new format and will now include metrics of monthly activities.

6. COMMITTEE REPORTS

6.1 Budget & Finance Committee – Draft September 1, 2020 Regular Meeting Minutes

Director Coleman and Vice President Sear gave a report to the Board of the first Budget & Finance Committee Meeting that was held on September 1, 2020. Director Coleman was elected Chair of the committee. The District's audit and rate stud was discussed. The next meeting will be November 3, 2020 at 1:00 p.m. at the District.

7. 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

Secretary/Treasurer Canero would like staff to investigate if there are any type of incentive for the clerical staff for obtaining certifications in their field. Director Coleman informed the Board of the Waste Collection & Compost Exchange on September 12, 2020 from 9 a.m. to 12 a.m. at the Indio Corporate Yard on Avenue 45.

8. INFORMATIONAL ITEMS

September 19, 2020 is National Cleanup Day. Started by a couple of hikers, this day, in coordination with Keep America Beautiful and Earth Day Network, are encouraging grassroots organizations and communities to clean up local green spaces, urban landscapes, and waterways across the U.S. In 2019, more than 2 million volunteers participated in this event. Imagine what could happen if everyone picked up at least one piece of trash on this day. www.nationalcleanupday.org

9. ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at 2:34 p.m. The next regular board meeting will be held September 22, 2020.

Respectfully submitted,

Holly Gould, Clerk of the Board
Valley Sanitary District