

**VALLEY SANITARY DISTRICT
MINUTES OF REGULAR BOARD MEETING**

November 10, 2020

Valley Sanitary District conducted this meeting in accordance with California Governor Newsom's Executive Orders N-29-20 and COVID-19 protocols.

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, November 10, 2020.

1. CALL TO ORDER

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

1.1 Roll Call

Directors Present:

Debra Canero, Dennis Coleman, Mike Duran, Scott Sear, William Teague

Staff Present:

Beverli Marshall, General Manager, Holly Gould, Ron Buchwald, Jeanette Juarez, Ian Wilson, Robert Hargreaves, Best Best & Krieger

Guests:

Frances Kuo, The Pun Group

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 October 27, 2020 Regular Meeting Minutes

3.2 Approve Warrants for October 22 to November 2, 2020

3.3 Cancel Regular Board Meeting Scheduled for Tuesday, November 24, 2020, Due to Its Proximity to the Thanksgiving Holiday

3.4 Cancel Regular Board Meeting Scheduled for Tuesday, December 22, 2020, Due to Its Proximity to the Christmas Holiday

Items 3.3 and 3.4 were removed from the Consent Calendar for further discussion.

ACTION TAKEN:

MOTION: Director Coleman a motion to approve the consent calendar items 3.1 and 3.2 as presented. Vice President Sear seconded the motion. Motion carried unanimously.

MINUTE ORDER NO. 2020-3058

3.3 Cancel Regular Board Meeting Scheduled for Tuesday, November 24, 2020, Due to Its Proximity to the Thanksgiving Holiday

After thorough discussion, the Board decided to move forward with the regularly scheduled board meeting of November 24, 2020.

ACTION TAKEN:

MOTION: Vice President Sear a motion to not cancel the Regular Board Meeting scheduled for November 24, 2020. Secretary Canero seconded the motion. Motion carried unanimously.

MINUTE ORDER NO. 2020-3059

3.4 Cancel Regular Board Meeting Scheduled for Tuesday, December 22, 2020, Due to Its Proximity to the Christmas Holiday

After discussion it was decided to cancel the December 22, 2020 Regular Board Meeting and schedule a Special Board Meeting for December 29, 2020.

ACTION TAKEN:

MOTION: Secretary Canero a motion to cancel the Regular Board Meeting scheduled for December 22, 2020 and schedule a Special Board Meeting for December 29, 2020. Director Teague seconded the motion. Motion carried unanimously.

MINUTE ORDER NO. 2020-3060

4. NON-HEARING ITEMS

4.1 Receive and File Comprehensive Annual Financial Report (CAFR) for the Valley Sanitary District for the Fiscal Years Ended June 30, 2020 and 2019

Frances Kuo of The Pun Group presented the Annual Audit Report to the Board. She explained the different sections of the audit. The auditors unmodified opinion stated that financial statements are fairly presented in all material respects, significant accounting policies have been consistently applied, estimates are reasonable, and disclosures are properly reflected in the financial statements. Other results found no disagreements with management, no material weaknesses in internal controls, and no accounting issues. The Board thanked her for the excellent report and thanked staff for doing such a great job.

ACTION TAKEN:

MOTION: Director Teague made a motion to receive the Annual Audit Report for Fiscal Year Ended June 30, 2020 as presented. Secretary

Canero seconded the motion. Motion carried by the following roll call vote:

AYES: Canero, Coleman, Duran, Sear, Teague

NOES: None

MINUTE ORDER NO. 2020-3061

4.2 Adopt a Disaster-Specific Resolution Designating Applicant's Agent

The State of California Governor's Office of Emergency Services (Cal OES) requires a resolution from the Board of Directors authorizing the CEO/General Manager or designee to file applications with Cal OES for the purpose of obtaining certain federal financial assistance under Public Law 93-288 as amended by the Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988, and/state financial assistance under the California Disaster Assistance Act. This is a disaster specific resolution and is effective for only disaster number 4431 DR-CA. The approval of this item will ensure that Valley Sanitary District is able to receive funding from Cal OES for qualifying events.

ACTION TAKEN:

MOTION:

Secretary Canero made a motion to approve Resolution No. 2020-1139, which grants authorization to the CEO/General Manager or designee to file and execute the required documentation to apply for federal assistance and obtain funds. Director Teague seconded the motion. Motion carried by the following roll call vote:

AYES: Canero, Coleman, Duran, Sear, Teague

NOES: None

RESOLUTION NO. 2020-1139

4.3 Adopt a Universal Resolution Designating Applicant's Agenda

The State of California Governor's Office of Emergency Services (Cal OES) requires a resolution from the Board of Directors authorizing the CEO/General Manager or designee to file applications with Cal OES for the purpose of obtaining certain federal financial assistance under Public Law 93-288 as amended by the Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988, and/state financial assistance under the California Disaster Assistance Act. This is a universal resolution and is effective for all open and future disasters out to three (3) years following the date of approval. The approval of this item will ensure that Valley Sanitary District is able to receive funding from Cal OES for qualifying events.

ACTION TAKEN:

MOTION:

Director Coleman made a motion to approve Resolution No. 2020-1140, which grants authorization to the CEO/General Manager or designee to file and execute the required documentation to apply for federal assistance and obtain funds. Director Teague seconded the motion. Motion carried by the following roll call vote:

AYES: Canero, Coleman, Duran, Sear, Teague

NOES: None

RESOLUTION NO. 2020-1140

- 4.4 Appoint Beverli A. Marshall, General Manager, to be the Representative from Valley Sanitary District to the CSRMA Board of Directors and Appoint Jeanette Juarez, Business Services Manager, as Alternate

Every CSRMA member agency has an opportunity to participate on the Board of Directors. Each District appoints its representative (and alternate) to the Board. At its meeting on November 12, 2019, the Board appointed the General Manager and the Administrative Services & Finance Manager to be representatives on behalf of VSD. The Administrative Services & Finance Manager has since retired, and the title was changed to Business Services Manager. In addition to representing VSD on the CSRMA Board of Directors, there is the possibility of sitting on the Workers' Compensation standing committee, should an opening occur. Staff recommends that the Board of Directors appoint Beverli A. Marshall to be the representative from VSD to the CSRMA Board of Directors and appoint Jeanette Juarez as alternate.

ACTION TAKEN:

MOTION: Director Teague made a motion to appoint Beverli A. Marshall to be the representative from VSD to the CSRMA Board of Directors and appoint Jeanette Juarez as alternate. Director Coleman seconded the motion. Motion carried by the following roll call vote:
AYES: Canero, Coleman, Duran, Sear, Teague
NOES: None

MINUTE ORDER NO. 2020-3062

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 – October

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

6. COMMITTEE REPORTS

6.1 Budget & Finance Committee – Draft November 3, 2020 Regular Meeting Minutes

Jeanette Juarez, Business Services Manager, gave an overview of the Budget & Finance Committee meeting of November 3, 2020.

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

The director discussed putting the Zoom meetings on YouTube and if a policy would be needed to do so. Also, would like to look into Microsoft Surfaces or Windows 10 laptops for the directors.

8. INFORMATIONAL ITEMS

- 8.1 November 19, 2020 is United Nations World Toilet Day. This year's theme is *Sustainable Sanitation and Climate Change*. To learn more, go to <https://www.worldtoiletday.info/>.

9. 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 in an item

None.

10. COVENVE IN CLOSED SESSION

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

- 10.1 Pursuant to Government Code Section 54957
Threat to Public Services or Facilities
Consultation with; General Manager
-

The Board adjourned to closed session at 2:11 p.m.

11. CONVENE IN OPEN SESSION

Report out on Closed Session items

The board reconvened to open session at 3:03 p.m. President Duran stated there was nothing to report.

12. 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 November 24, 2020.

Respectfully submitted,

Holly Gould, Clerk of the Board
Valley Sanitary District