

**VALLEY SANITARY DISTRICT
MINUTES OF REGULAR BOARD MEETING
October 12, 2021**

A regular Board Meeting of the Governing Board of Valley Sanitary District (VSD) was held on Tuesday, October 12, 2021, at 45-500 Van Buren St., Indio, CA 92201.

1. CALL TO ORDER

President Sear called the meeting to order at 1:01 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, Jeanette Juarez, Ron Buchwald, Anna Bell, Daniel Mills, Robert Hargreaves, Best Best & Krieger

1.2 Pledge of Allegiance

1.3 September Employee Anniversaries

- Holly Gould, Human Resources Specialist – 12 years
- Grant Fournier, Collection System Technician I – 2 years

The Board congratulated Holly and Grant for their hard work and years of 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 September 14, 2021, Regular Meeting Minutes

3.2 Approve Warrants for September 8 through October 6, 2021

3.3 Accept Monthly Financial Report for Period Ending August 31, 2021

3.4 Accept Credit Card Report for Period Ending August 31, 2021

ACTION TAKEN:

MOTION: Vice President Coleman made a motion to approve the consent calendar, as presented. Director Duran seconded the motion. Motion carried unanimously.
MINUTE ORDER NO. 2021-3137

4. NON-HEARING ITEMS

4.1 Superior Protection Consultants Contract Extension for Services

Currently, the on-call operator is the point of contact when the security alarm activates. The on-call operator is expected to respond to the alarm and determine if the City Police should respond. VSD operations staff are untrained in patrol techniques, criminal law training, and incident mitigation to safely respond to incident notifications and make informed decisions. Staff recommends extending the scope of services with the District's current patrol company, Superior Protection Consultants (SPC) to extend their patrol hours from 9:00 p.m. to 5:00 a.m., to 6:00 p.m. to 6:00 a.m. SPC will also be the point of contact when a building alarm is activated. The changes would increase the annual contract with SPC by \$38,584.

ACTION TAKEN:

MOTION: Director Duran made a motion to authorize the General Manager to extend the scope of services with Superior Protection Consultants to a 6pm to 6am, 12 hours per day, 7 days per week, for an additional cost of approximately \$39,000, annually. Secretary Canero seconded the motion. Motion carried by the following roll call vote:
AYES: Canero, Coleman, Duran, Sear, Teague
NOES: None
MINUTE ORDER NO. 2021-3138

4.2 EOA NPDES Permit Implementation Consulting Services

The District's NPDES Permit Order R7-2020-0007 requires the Local Limits, Sewer Use Ordinance, and Enforcement Response Plan to be revised with every new adoption of the NPDES permit. The last time these documents were revised was during the NPDES adoption in 2010. Staff recommends consulting with EOA, Inc. to bring these documents up to date. EOA, Inc. worked extensively with District staff and the Regional Board for the 2020 NPDES permit renewal. Due to EOA's knowledge of the District, experience with the 2020 Permit, and expertise in revising the required documents, this is a sole-source procurement. The cost of services is not to exceed \$37,300, which includes an allowance for incidental expenses. This is not included in the existing FY 2021/22 approved budget. Staff would like to include this item in the mid-year budget adjustment.

ACTION TAKEN:

MOTION: Secretary Canero made a motion to authorize the General Manager to approve the request to contract with EOA to revise documents to maintain NPDES State Regulatory compliance for a not to exceed amount of \$37,300. Director Duran seconded the motion. Motion carried by the following roll call vote:

AYES: Canero, Coleman, Duran, Sear, Teague
NOES: None
MINUTE ORDER. 2021-3139

4.3 Secondary Water Pump Rehabilitation Project

After inspection by staff, it was discovered that one of the secondary water pumps need to be replaced as soon as possible. The secondary water pumps are critical to providing secondary water to different parts of the plant. The secondary water pumps were originally slated to be replaced in FY 2023/24. Staff recommends purchasing the assembly from G3 Engineering as they are the only representative for Floway parts in the nation. The total cost of the secondary water pump replacement is \$41,081.94.

ACTION TAKEN:

MOTION: Director Teague made a motion to authorize the purchase of a secondary water pump assembly from G3 Engineering and rental of equipment for a total cost of \$41,081.94. Vice President Coleman seconded the motion. Motion carried by the following roll call vote:

AYES: Canero, Coleman, Duran, Sear, Teague
NOES: None

MINUTE ORDER. 2021-3140

4.4 Authorize the General Manager to Apply for Financing Through the California Infrastructure and Economic Development Bank (IBank) for the Training & Office Building and Laboratory Building

This item was presented to the Board of Directors at the September 14, 2021, regular board meeting. The Board requested that staff bring back the item at a future meeting to give Board members additional time to review the IBank documents. The Board also requested additional information about additional financing options such as Bank of America and California Special Districts Association (CSDA). After reviewing several options for financing staff determined that IBank is the better option for the design-build of the Training Building and the Lab Building. The reason for this recommendation is that IBank offers a specialized loan for infrastructure projects for public agencies. The proposed project meets the required criteria for special financing. IBank has completed its review of the audited financial statements and other materials provided in connection with the financing requested by the District for the Training and Office Building and Laboratory Building Project. IBank has extended the District an invitation to apply for financing under IBank's Infrastructure State Revolving Fund Program. Once the application is submitted, IBank will complete its review and underwriting of the Requested Financing generally within 90 days of receipt of the District's completed ISRF financing application. Staff recommended authorization to apply for financing IBank for the Training & Office Building and Laboratory Building.

ACTION TAKEN:

MOTION: Vice President Coleman made a motion to authorize the General Manager to apply for financing IBank for the Training & Office Building and Laboratory Building. Director Teague seconded the motion. Motion carried by the following roll call vote:

AYES: Canero, Coleman, Duran, Sear, Teague
NOES: None

MINUTE ORDER NO. 2021-3141

- 4.5 Authorize the General Manager to Execute a Contract with Engineering Solutions Services, Inc. for As-Needed Grant and Loan Application Consulting Services in an Amount Not to Exceed \$50,000

The District has several projects identified in its 20-year Capital Improvement Plan that may qualify for grants, loans, or other funding opportunities. Most of these opportunities have lengthy and time-consuming application processes as well as requiring technical information on the best method for being successful in applying for the limited funds. Staff does not have the experience with these grants and funding agencies that outside consultants can provide. Engineering Solutions Services, Inc. (ESS) has professional and technical experts that have significant experience with the non-profit, state, and other agencies providing these opportunities and high returns on the applications. Staff worked with ESS to assist with the initial grant and loan applications to the Bureau of Reclamation Title XVI and the Clean Water State Revolving Fund programs in the fiscal year 2020/21 and recommends continuing that relationship for the fiscal year 2021/22. Staff recommends the authorization to execute a contract with Engineering Solutions Services for as-needed grant and loan application consulting services in an amount not to exceed \$50,000.

ACTION TAKEN:

MOTION: Secretary Canero made a motion to authorize the General Manager to execute a contract with Engineering Solutions Services for as-needed grant and loan application consulting services in an amount not to exceed \$50,000. Vice President Coleman seconded the motion. Motion carried by the following roll call vote:

AYES: Canero, Coleman, Duran, Sear, Teague

NOES: None

MINUTE ORDER NO. 2021-3142

5. GENERAL MANAGER'S ITEMS

5.1 Monthly General Manager's Report – August 2021

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

The Directors thanked staff for providing this report every month. It is very informative and important.

6. COMMITTEE REPORTS

6.1 Operations Committee – October 5, 2021, Regular Meeting Minutes

The Operations Committee Chairperson, Ron Buchwald, provided the Board with an update of the Operations Committee meeting held October 5, 2021. At the meeting, staff gave an update on EVRA

and the Recycled Water Project. They also discussed the need for an engineer or consulting firm to help with specific capital projects. The cost of this position would be built into the project budget. The Committee gave staff approval to move forward with an RFP to see what information can be gathered and then suggested bringing this item before the full Board.

7. DIRECTOR'S ITEMS

President Sear, Secretary Canero, and Director Duran gave a report of the Special District Leadership Conference they attended in Lake Tahoe. The Director's each received the Certificate of Special District Governance. President Sear thanked Secretary Canero for staying on top of the information for the certification. Secretary Canero thanked Beverli for always keeping the Board informed on changing laws and keeping them compliant. Discussion took place on AB361 and posting the EVRA agenda.

8. INFORMATIONAL ITEMS

- 8.1 Recognize October 23, 2021, as National Prescription Drug Take-Back Day. In October 2020, National Take Back Day events took back 985,392 lbs. (492.7 tons) of prescription drugs at over 4,500 collection sites. To find a place to take prescriptions that you no longer need or use, go to the DEA website search at:
<https://apps2.dea diversion.usdoj.gov/pubdispsearch/spring/main?execution=e1s1>.

9. ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at 3:21 p.m. The next regular Board meeting will be held on October 26, 2021.

Respectfully submitted,

Holly Gould, Clerk of the Board
Valley Sanitary District