

**VALLEY SANITARY DISTRICT  
MINUTES OF REGULAR BOARD MEETING  
June 27, 2023**

A regular Board Meeting of the Governing Board of Valley Sanitary District (VSD) was held on Tuesday, June 27, 2023, at 45-500 Van Buren St., Indio, CA 92201.

**1. CALL TO ORDER**

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

**2. ROLL CALL**

Directors Present:

Jacky Barnum, Debra Canero, Mike Duran, Scott Sear, William Teague

Staff Present:

Jason Dafforn, General Manager; Ron Buchwald, District Engineer; Jeanette Juarez, Chief Administrative Officer; Dave Commons, Chief Operating Officer; Holly Gould, Clerk of the Board; Andy Boyd, Wastewater Operator; Ray Marroquin, Maintenance Technician; and Robert Hargreaves, Best Best & Krieger

**3. PLEDGE OF ALLEGIANCE**

**4. PUBLIC COMMENT - None**

**5. CONSENT CALENDAR**

5.1 Approve the Minutes for the Board of Directors Regular Meeting held June 13, 2023, and the Board of Directors Special Meeting held June 20, 2023

5.2 Approve Warrants for June 27, 2023

5.3 Monthly Financial Report for May 31, 2023

5.4 Receive and file Credit Card Report for May 31, 2023

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Jeanette Juarez, Chief Administrative Officer, reported on the monthly financial report for May 31, 2023.

**ACTION TAKEN:**

**MOTION:** Vice President Duran motioned to approve the consent calendar as presented. Director Teague seconded the motion. Motion carried by the following roll call vote:  
AYES: Barnum, Canero, Duran, Sear, Teague  
NOES: None  
**MINUTE ORDER NO. 2023-3305**

**6. NON-HEARING ITEMS**

6.1 Approve Class II Inspection and Preventative Maintenance for the Turblex Blowers for an Amount of \$65,610.08

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The District treatment process utilizes three (3) large Turblex compressors/blowers that require scheduled maintenance both by District staff and a manufacture certified technician. The Class II inspection for the blowers is critical and necessary to keep our blowers/Plant running. The 36,000 Hour Class II inspection includes testing safety switches, verifying that all 4-20mA current loops are operating correctly, verify surge detection unit works properly, verifying the discharge check valve operates properly to prevent backflows, inspecting control arms of variable control vanes for slippage, inspect and tighten all mechanical and electrical connections, check coupling alignment and tightening torques of all bolts, inspect and clean variable vane system, check variable vane geometry, check axial movement on high and low-speed shafts, dismantle gearbox, replace fast shaft ball bearings, check unit alignment, inspect gearwheels, bearings, and seals and check clearance, replace slow shaft ball bearings, replace flexible seals (O-rings) inspect the electric motor, oil pump, oil cooler, coupling, valves, etc. and perform preventive maintenance. Staff recommends authorizing Howden to conduct the Class II inspection for the Turblex blowers for an amount not to exceed \$65,610.08.

**ACTION TAKEN:**

**MOTION:** Director Teague motioned to approve Howden to conduct the Class II inspection and preventative maintenance for the Turblex Blowers for an amount not to exceed \$65,610.08. Vice President Duran seconded the motion. Motion carried by the following roll call vote:  
AYES: Barnum, Canero, Duran, Sear, Teague  
NOES: None  
**MINUTE ORDER NO. 2023-3306**

6.2 Authorize General Manager to Execute a Three (3) Month Contract with California Chemical for Sodium Hypochlorite in the Amount Not to Exceed \$160,000

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The District currently procures its 12.5% Sodium Hypochlorite, used in the disinfection of its wastewater, from Univar Chemical. Due to price volatility, Staff has researched and received a competing quote from another supplier. Staff has acquired a quarterly contract proposal from California Chemical to reduce costs. The proposal from California Chemical will save the District approximately \$0.40/gallon,

which is a significant cost saving from the current price the District is paying Univar Chemical. This is only a temporary contract while Staff prepares a Request For Proposal (RFP) for a long-term chemical delivery contract. Staff recommends authorizing a three (3) month contract with California Chemical for an amount not exceeding \$160,000.

**ACTION TAKEN:**

**MOTION:** Secretary/Treasurer Sear motioned to authorize the General Manager to execute a three (3) month contract with California Chemical for Sodium Hypochlorite in an amount not to exceed \$160,000. Director Barnum seconded the motion. Motion carried by the following roll call vote:

AYES: Barnum, Canero, Duran, Sear, Teague

NOES: None

**MINUTE ORDER NO. 2023-3307**

**6.3 Authorize the General Manager to Exercise Years 2 and 3 of the Southwest Networks Contact**

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The District utilizes contractual services for the District's information systems support services. This agreement is a master agreement and applies to services rendered and licenses for software, hardware, support, maintenance services, and subscriptions. Staff recommends authorizing years 2 and 3 of the Southwest Networks contract. The fiscal impact of this contract is a \$41,484 base price per year plus labor costs and added device costs for services rendered outside the scope of work.

**ACTION TAKEN:**

**MOTION:** Vice President Duran motioned to authorize the General Manager to exercise years two (2) and three (3) of the Southwest Networks contract. Director Barnum seconded the motion. Motion carried by the following roll call vote:

AYES: Barnum, Canero, Duran, Teague

NOES: None

**MINUTE ORDER NO. 2023-3308**

**6.4 Approve Blanket Purchase Orders for the Listed Vendors and Amounts for the Fiscal Year 2023/24 in an Amount Not to Exceed \$2,270,931**

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Blanket Purchase Orders may be used with vendors expected to supply repetitive-use products or services to VSD on an ongoing and/or regular basis throughout the year. Blanket Purchase Orders are closed after each fiscal year. The staff has reviewed the purchases for the past fiscal year and the expenditures outlined within the Operating and Capital Budget for 2023/24. Staff identified \$2,270,931 of purchases needed for the normal course of business.

**ACTION TAKEN:**

**MOTION:** Director Teague motioned to approve the blanket purchase orders for the listed vendors and amounts for the fiscal year 2023/24 in an amount not to exceed

\$2,270,931. Secretary/Treasurer Sear seconded the motion. Motion carried by the following roll call vote:

AYES: Barnum, Canero, Duran, Teague

NOES: None

**MINUTE ORDER NO. 2023-3309**

- 6.5 Discuss the Proposed Compensation Rate for Directors of the Valley Sanitary District Board and Set a Public Hearing Date for July 11, 2023

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After discussion, the Board decided not to increase the compensation rate for the Valley Sanitary District Board of Directors. The rate will remain at \$300 per meeting/day of service.

- 6.6 Discuss Employee Gym Membership Reimbursement and Provide Direction

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After discussion, the Board elected to make no changes to gym membership reimbursement. The District will reimburse employees once each fiscal year for a gym membership, exercise, fitness classes, or fitness technology enrollment. The maximum reimbursement is \$420.

- 6.7 Select One Candidate for the California Special Districts Association (CSDA) Board of Directors Election Ballot – Term 2024-2026, Seat C – Southern Network

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After discussion, the Board elected to cast their vote for Arlene Schafer for the CSDA Board of Directors, Seat C, Southern Network.

**ACTION TAKEN:**

**MOTION:** Secretary/Treasurer Sear motioned to vote for Arlene Shafer for CSDA Board of Directors, Seat C, Southern Network. Motion carried by the following vote:

AYES: Barnum, Canero, Duran, Teague

NOES: None

**MINUTE ORDER NO. 2023-3310**

- 6.8 Select One Candidate for the Riverside Local Area Formation Agency (LAFCO) Countywide Oversight Board

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After discussion, the Board elected to cast their vote for Debra Canero for the Riverside Local Area Formation Agency (LAFCO) Countywide Oversight Board.

**ACTION TAKEN:**

**MOTION:** Director Teague motioned to vote for Debra Canero for the Riverside Local Area Formation Agency (LAFCO) Countywide Oversight Board. Motion carried by the following vote:

AYES: Barnum, Canero, Duran, Teague

NOES: None

## **MINUTE ORDER NO. 2023-3311**

- 6.9 Authorize the Board President to Sign a Letter of Support for AB 1594 (Garcia) Regarding Medium-and-Heavy-Duty Zero-Emission Vehicles for Public Agency Utilities

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The District received a request from Assemblyman Garcia through Townsend Public Affairs to provide a letter of support for AB 1594 regarding medium- and heavy-duty zero-emission vehicles for public agency utilities. AB 1594 is a reasonable response to the Advanced Clean Fleet regulations adopted by the California Air Resources Board (CARB). AB 1594 clarifies that exemptions can be made where the deployment of zero-emission vehicles is not feasible or available.

### **ACTION TAKEN:**

**MOTION:** Vice President Duran motioned to authorize the Board President to sign a letter of support for AB 1594 regarding medium and heavy-duty zero-emission vehicles for public agency utilities. Director Barnum seconded the motion. Motion carried by the following roll call vote:  
AYES: Barnum, Canero, Duran, Teague  
NOES: None

## **MINUTE ORDER NO. 2023-3312**

## **7. GENERAL MANAGER'S ITEMS**

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Jason Dafforn, General Manager, informed the Board that the Budget & Finance Committee meeting for July 4, 2023, will have to be canceled because of the Independence Day holiday. The next Budget & Finance Committee meeting will be held on September 5, 2023. He also invited the Board to the Employee Recognition Luncheon on July 19, 2023, which will be held at the District. Mr. Dafforn reminded the Board of the Greater Coachella Valley Chamber of Commerce dinner on June 29, 2023, at 5:30 p.m.

## **8. DIRECTOR'S ITEMS**

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Vice President Duran requested the General Manager develop some ideas for a Wellness Program that can be implemented for employees. President Canero thanked Staff for attending the board meetings and always being ready with information.

## **9. INFORMATIONAL ITEMS – None.**

## **10. ADJOURNMENT**

There being no further business to discuss, the meeting was adjourned at 1:45 p.m. The next regular Board meeting will be on July 11, 2023.

Respectfully submitted,

Holly Gould, Clerk of the Board  
Valley Sanitary District