

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

August 22, 2023

A regular Board Meeting of the Governing Board of Valley Sanitary District (VSD) was held on Tuesday, August 22, 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; Jeanette Juarez, Chief Administrative Officer; Dave Commons, Chief Operating Officer; Ron Buchwald, District Engineer; Holly Gould, Clerk of the Board; Tino Tijerina Facilities Maintenance Supervisor; Ed Luna, Maintenance Technician III; Branden Rodriguez, Administrative Assistant; and Craig Hayes, Best Best & Krieger

Guests Present:

Eric O'Donnell, Townsend Public Affairs

3. PLEDGE OF ALLEGIANCE

4. AUGUST EMPLOYEE ANNIVERSARIES

- Branden Rodriguez, Administrative Assistant – 5 years

The Board of Directors thanked Branden for his hard work and years of service to the District.

5. PUBLIC COMMENT - None

6. CONSENT CALENDAR

6.1 Approve the Minutes for the Board of Directors Regular Meeting held July 25, 2023

6.2 Approve Warrants for August 22, 2023

6.3 Monthly Financial Report for Period Ending July 31, 2023

- 6.4 Receive and File Credit Card Report for July 31, 2023
- 6.5 Quarterly Investment Report for the Period Ending June 30, 2023
- 6.5 Acceptance of the Grant of Easement for Sewer Main Purposes

Jeanette Juarez, Chief Administrative Officer, reported on the monthly financial report for July 31, 2023, and the quarterly investment report for June 30, 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. 2023-3323

7. NON-HEARING ITEMS

- 7.1 State Legislative Update by Eric O'Donnell with Townsend Public Affairs, Inc.

Eric O'Donnell with Townsend Public Affairs, Inc. presented the latest information about the State Legislature. He discussed the major state legislative issues, the state's final budget, the 2024 Climate Bond, the Taxpayer Protection and Government Accountability Act, and Local Government Financing: Voter Approval.

- 7.2 Authorize the Purchase of Floway Pump Assembly in an Amount Not to Exceed \$129,728

After inspection, it was found that one of the secondary water pumps requires replacement as soon as possible due to corrosion and the condition of the current pump. It is recommended that the Board approve the purchase of a Floway pump assembly from G3 Engineering for \$129,728.

ACTION TAKEN:

MOTION: Secretary/Treasurer Sear motioned to authorize the purchase of a Floway pump assembly not exceeding \$129,728. 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. 2023-3324

- 7.3 Authorize the General Manager to Execute a Professional Service Agreement for SCADA and PLC Maintenance in an Amount not to Exceed \$44,358

The District had a SCADA and PLC Maintenance contract with TriMax/Tesco. United Flow Technologies bought Trimax/Tesco in April 2023. Due to the turnover, a service shortfall was created, causing staff to use Soffa on an emergency basis. Joe Mariano, the Integration Technician formally with Trimax, has been the District's SCADA expert for years and is now with Soffa. Executing a professional service agreement with Soffa for SCADA and PLC Maintenance is recommended for \$44,358.

ACTION TAKEN:

MOTION:

Vice President Duran motioned to authorize the General Manager to execute a professional service agreement with Soffa Electric, Inc. for SCADA and PLC maintenance in an amount not to exceed \$44,358. Director Teague seconded the motion. Motion carried by the following roll call vote:

AYES: Barnum, Canero, Duran, Sear, Teague

NOES: None

MINUTE ORDER NO. 2023-3325

- 7.4 Authorize the General Manager to Negotiate and Execute a 6-Year Contract with Willdan Financial Services to Provide Administration Services for Assessment District No. 2004-VSD in an Amount not to Exceed \$58,650

The annual administration for the Assessment District (AD) 2004-VSD AD requires determining the assessment of each parcel annually, preparing the annual levy to be submitted to the Auditor Controller's office, providing contact with the public to answer questions regarding the assessment, tracking and managing delinquency of property tax related to the AD, disclosure reporting according to the Continuing Disclosure Agreement, and reapportionments for parcels that are subdivided. Reapportionment fees have already been paid to the District by developers associated with the formation of the AD. Most of the properties within the AD have already been reapportioned. The existing Willdan Financial Services contract has concluded the five-year AD administration services period previously authorized by the Board. The firm has extensive information dating back to 2006 that is imperative to the continued reporting and compliance for the AD.

ACTION TAKEN:

MOTION:

Director Teague motioned to authorize the General Manager to execute a 6-year contract with Willdan Financial Services to provide administration services for Assessment District No. 2004-VSD in an amount not to exceed \$58,650. 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. 2023-3326

- 7.5 Receive and File CalPERS Health Plan Rates Effective January 1, 2024

Staff presented the Board with the CalPERS Medical Insurance premiums for 2024. The new medical plan premiums have no fiscal impact on the District. On July 25, 2023, the Board of Directors adopted Resolution No. 2023-1186. This resolution established the District's monthly contributions toward employees' health premiums (medical, dental, vision). For the calendar year 2024, the total District contribution will be up to \$2,444 monthly. If an employee chooses a plan that exceeds the District's total contributions, the additional amount will be deducted from the employee's paycheck each month. The Board of Directors received this information.

7.6 Review and Provide Direction Regarding the Valley Sanitary District Investment

California Government Code Section 53646 requires that all public agencies adopt an investment policy and be reviewed and approved annually. On August 10, 2021, the District adopted Resolution No. 2021-1151, adopting the VSD Investment Policy, and no amendments have been executed. Local Agency Investment Guidelines highly recommend that the internal treasury staff conduct a review annually. According to the California Debt and Investment Advisory Commission (2020), "an update in the investment policy is warranted if treasury staff's review results in a material change in policy due to either a change in statute or a change in the agency's goals and objectives for safety, Valley Sanitary District Recommendation liquidity and yield." Reviewing the policy now allows sufficient time for full Board examination, analysis, and recommendations before the policy is presented for approval in September.

7.7 Recycled Water Project Update

Jason Dafforn, General Manager, provided an update on the Recycled Water Project. He discussed the current project, Recycled Water Project Phase 1, the Recycled Water Master Plan, Phases 2 – 4, Phase 2 specifics, and funding needs.

8. **GENERAL MANAGER'S ITEMS**

8.1 Receive Monthly General Managers Report for July 2023

9. **COMMITTEE REPORTS**

9.1 Draft Minutes of the East Valley Reclamation Authority Meeting – August 15, 2023

Jason Dafforn, General Manager, gave an overview of the East Valley Reclamation Authority (EVRA) meeting held on August 15, 2023. The Authority passed the Fiscal Year 2023/24 EVRA budget, adopted resolutions naming the EVRA Administrator and Alternate Administrator, and set the dates and times of future EVRA meetings. Mr. Dafforn gave an update on the Recycled Water Master Plan. Reymundo Trejo, Indio Water Authority (IWA) General Manager, gave an update on the effect Chromium-6 is having on IWA and the potential impact it may have on the District.

10. DIRECTOR'S ITEMS

With COVID-19 cases rising, Vice President Duran asked if we see a spike in our testing results. Jeanette Juarez, Chief Administrative Officer, stated there has been and will be included in next month's testing results. President Canero gave an update on the CASA Conference held in San Diego. She stated it was a good conference, and she learned of all the technology involved with wastewater.

Secretary/Treasurer Sear left the meeting at 3:05 p.m.

11. INFORMATIONAL ITEMS

11.1 Letter of Intent for EPA-G2023-ORD-F1, National Priorities: Evaluations of Antimicrobial Resistance in Wastewater and Sewage Sludge Treatment and its Impact on the Environment

The United States Environmental Protection Agency (EPA) released a notice of funding opportunity for evaluating antimicrobial resistance in wastewater and sewage sludge treatment and its environmental impact. The District provided a Letter of Intent for the Water Research Foundation, Virginia Tech, Arizona State University, West Virginia University, and University of S. Florida submission for the above-referenced EPA grant addressing Research Objective #2 - Understanding the environmental burden and public health impact of antimicrobial resistant genes and bacteria from different municipal wastewater sources on downstream applications and from biosolids use on the environment. If awarded, the District would provide system information relevant to wastewater and biosolids treatment, including relevant operational and water/solids quality data. The District would also collect and ship samples of these systems as needed, using sampling kits and protocols and prepaid postage envelopes/boxes provided by the partnering universities. The data collected would be part of a national study that would benefit the community.

Jason Dafforn, General Manager, presented a PowerPoint on the closure of the Wild Bird Center. The Wild Bird Center has leased 29 acres from the District since 1995. The current lease is a term of 55 years until 2055. The District received a letter from the Wild Bird Center requesting to terminate their lease and inform them of their 90-day notice to vacate by November 1, 2023. The Board discussed accepting certain structures and items for the bird center, such as the office building, enclosures, shipping containers, etc. The Board also discussed the possibility of another organization utilizing the space.

Mr. Dafforn also updated the Board on the storm damage from Tropical Storm Hilary on August 20, 2023. The plant handled the storm exceptionally well, peaking at 19.5 MGD. The plant did lose power, but the generators worked as they should and kept the power to the plant. The lift stations also performed as they should switch over to the emergency bypass when needed. The storm did expose the Westward Ho Sewer Siphon. The line is encased in cement and did not fail, but all the dirt underneath the encasement was washed away. The Collections crew stabilized the line using sandbags. Special recognition goes out to the employees who kept the plant and collections system

going during the storm: Andy Boyd, Austin Lopanec, Andrew Sorensen, Tino Tijerina, Jimmy Garcia, Ed Luna, Tito Moreno, and Carlos Acevedo. The Board stated their sincere appreciation for these individuals.

12. ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at 3:23 p.m. The next regular Board meeting will be on September 12, 2023.

Respectfully submitted,

Holly Gould, Clerk of the Board
Valley Sanitary District