

**VALLEY SANITARY DISTRICT
MINUTES OF REGULAR BOARD MEETING
June 11, 2019**

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, June 11, 2019.

CALL TO ORDER, ROLL CALL

1. PRESIDENT MIKE DURAN called the meeting to order at 1:00 p.m. Those in attendance were as follows:

DIRECTORS PRESENT: Mike Duran, William Teague, Dennis Coleman, Debra Canero, and Scott Sear

DIRECTORS ABSENT: None

STAFF PRESENT: Ron Buchwald, Interim General Manager, Holly Gould, and Joanne Padgham

GUESTS: None

CONSENT ITEMS

a. Consideration of the May 28, 2019 Regular Board Meeting Minutes

b. Approval of Expenditures for May 22, 2019 to June 5, 2019

Check numbers 37256 to 37302 totaling \$400,639.84 and transfers of \$138,941.03 were issued.

ACTION TAKEN:

MOTION: VICE PRESIDENT TEAGUE made a motion to approve the minutes for the Regular Board Meeting held May 28, 2019 and pay the disbursement items as presented. DIRECTOR CANERO seconded the motion. Motion carried by the following vote: 5 yes

MINUTE ORDER NO. 2019-2907

PUBLIC COMMENTS

This is the time set aside for public comment on any item not appearing in the agenda. Please notify the Secretary in advance of the meeting if you wish to speak on a non-hearing item.

NON-HEARING ITEMS

2. Consideration of Budget Carryovers

The District has many projects that were started in fiscal year 2018/2019 that will be completed in fiscal year 2019/2020. The estimated amount to be carried over to fiscal year 2019/2209 is \$1,920,260.

ACTION TAKEN:

MOTION: DIRECTOR CANERO made a motion to authorize the list of budget carryovers from fiscal year 2018/2019 to fiscal year 2019/2020. DIRECTOR SEAR seconded the motion. Motion carried by the following roll call vote:

MINUTE ORDER NO. 2019-2908

AYES: Director(s) Canero, Coleman, Duran, Sear, Teague
NOES: None
ABSENT: None
ABSTAIN: None

3. Approval of Blanket Purchase Orders by Vendor

District staff has reviewed the purchases for the past fiscal year and the expenditures outlined within the Operations & Maintenance Budget for 2019/2020. Staff was able to identify \$2,263,305 of purchases which are done within the normal course of business as exempt goods and services. The current District purchasing policy no. 5.55 adopted March 26, 2013 qualifies many of the vendors as exempt from approval and subject to a blanket purchase order as the purchasing mechanism.

ACTION TAKEN:

MOTION: SECRETARY COLEMAN made a motion to approve the proposed request for blanket purchase orders as submitted. VICE PRESIDENT TEAGUE seconded the motion. Motion carried by the following roll call vote:

MINUTE ORDER NO. 2019-2909

AYES: Director(s) Canero, Coleman, Duran, Sear, Teague
NOES: None
ABSENT: None
ABSTAIN: None

4. Set a Public Hearing Date for July 23, 2019 – Determining Certain Accounts to be Delinquent and Directing the Placement of these Accounts on the Property Tax Rolls for Collection

Annually, District staff reviews the outstanding invoices of all properties that have not paid their invoices for various fees. In order to collect the unpaid charges and to ensure adequate procedural due process is provided, a Public Hearing date is required, and notice is sent to each specific property and posted on the District website. At the public hearing the Board of Directors will be asked to adopt a resolution allowing the delinquent invoices to be placed on the property tax roll for collection. If approved at the July 23, 2019 meeting of the Board of Directors the collectability of the amounts placed on the tax rolls will be secured. The Board thanked Karen Hopper for her continued hard work and efforts at minimizing the outstanding invoices to nearly zero.

ACTION TAKEN:

MOTION: SECRETARY COLEMAN made a motion to set a public hearing date for July 23, 2019 to consider placing delinquent service charges on the county tax rolls. DIRECTOR CANERO seconded the motion. Motion carried by the following roll call vote:

MINUTE ORDER NO. 2019-2910

AYES: Director(s) Canero, Coleman, Duran, Sear, Teague
NOES: None
ABSENT: None
ABSTAIN: None

5. Consideration to Cancel the July 9, 2019 Regular Board Meeting

The regular board meetings are scheduled for the second and fourth Tuesday of every month at 1:00 p.m. Due to four (4) board members attending the CSDA Conference in Napa, CA, there will not be a quorum. Therefore, it is recommended to cancel the July 9, 2019 board meeting and schedule a special board meeting for Tuesday, July 16, 2019 at 1:00 p.m.

ACTION TAKEN:

MOTION: VICE PRESIDENT TEAGUE made a motion to cancel the July 9, 2019 board meeting and schedule a special board meeting for Tuesday, July 16, 2019 at 1:00 p.m. DIRECTOR SEAR seconded the motion. Motion carried by the following roll call vote:

MINUTE ORDER NO. 2019-2911

AYES: Director(s) Canero, Coleman, Duran, Sear, Teague
NOES: None
ABSENT: None
ABSTAIN: None

6. Staff Notes

The District's new website goes live June 12, 2019. DIRECTOR SEAR asked staff to explore creating an app for the District. The Board was pleased to learn that staff visited CVWD WRP-10 to further investigate options for the ammonia and nitrate issues the plant has been experiencing. Staff was able to implement process changes with positive results. SECRETARY COLEMAN inquired about an interim audit and Joanne informed him that The Pun Group will not be doing an interim audit and they will be here for a week in August.

PUBLIC HEARING

7. Public Hearing to adopt the Fiscal Year 2019/2020 Operations & Maintenance Budget and Capital Improvement Program, Fees and Charges Resolutions, and a Resolution Establishing the Appropriations Limit Pursuant to Government Code Section 6062a.

- A. General Notice and Call**
- B. President Announces Public Hearing Procedures**
- C. General Manager's Report**
- D. President Declares Public Hearing Open**
- E. Public Comments**
- F. President Declares Public Hearing Closed**
- G. Board Discussion**
- H. Consideration of Resolutions**

PRESIDENT DURAN asked MR. BUCHWALD to give a brief summary of the actions leading up to the Public Hearing. MR. BUCHWALD stated that a notice of the hearing was published in the Desert Sun newspaper on April 28, 2019 and May 12, 2019. PRESIDENT DURAN declared the public hearing open at 1:22 p.m. after giving the procedures to be followed by any public testimony. MR. BUCHWALD explained that there were five (5) resolutions to be addressed, and that there was no written communication by the public and no members of the public present. The following changes have been made to the draft budget since April 9, 2019; decreased Fund 11 by \$146,750, decreased Fund 12 by \$2,468,195, and decreased Fund 13 by \$1,982,797. A discussion took place regarding the changes. PRESIDENT DURAN declared the public hearing closed at 1:24 p.m.

7A. Consideration of Resolution Establishing Rates for Sewer Use for Fiscal Year 2019/2020

“A RESOLUTION OF THE BOARD OF DIRECTORS OF VALLEY SANITARY DISTRICT RATES FOR SEWER USE”

ACTION TAKEN:

MOTION: VICE PRESIDENT TEAGUE made a motion to adopt Resolution No. 2019-1115.
SECRETARY COLEMAN seconded the motion. Motion carried by the following roll call vote:

RESOLUTION NO. 2019-1115

AYES: Director(s) Canero, Coleman, Duran, Sear, Teague
NOES: None
ABSENT: None
ABSTAIN: None

7B. Consideration of Resolution Establishing Rates and Adopting the Operations & Maintenance Budget and Capital Improvement Program for the Fiscal Year 2019/2020

“A RESOLUTION OF THE BOARD OF DIRECTORS OF VALLEY SANITARY DISTRICT ESTABLISHING AND ADOPTING THE OPERATIONS & MAINTENANCE BUDGET AND CAPITAL IMPROVEMENT PROGRAM FOR THE FISCAL YEAR 2019/2020”

ACTION TAKEN:

MOTION: SECRETARY COLEMAN made a motion to adopt Resolution No. 2019-1116.
DIRECTOR SEAR seconded the motion. Motion carried by the following roll call vote:

RESOLUTION NO. 2019-1116

AYES: Director(s) Canero, Coleman, Duran, Sear, Teague
NOES: None
ABSENT: None
ABSTAIN: None

7C. Consideration of Resolution Amending Fees and Charges for District Services for Fiscal Year 2019/2020

**“A RESOLUTION OF THE BOARD OF DIRECTORS OF VALLEY SANITARY DISTRICT
AMENDING FEES AND CHARGES FOR DISTRICT SERVICES”**

ACTION TAKEN:

MOTION: VICE PRESIDENT TEAGUE made a motion to adopt Resolution No. 2019-1117.
DIRECTOR CANERO seconded the motion. Motion carried by the following roll call vote:

RESOLUTION NO. 2019-1117

AYES: Director(s) Canero, Coleman, Duran, Sear, Teague
NOES: None
ABSENT: None
ABSTAIN: None

7D. Consideration of Resolution Amending the Compensation Plan for Fiscal Year 2019/2020

**“A RESOLUTION OF THE BOARD OF DIRECTORS OF VALLEY SANITARY DISTRICT
AMENDING THE EMPLOYEE COMPENSATION PLAN FOR FISCAL YEAR 2019/2020”**

ACTION TAKEN:

MOTION: DIRECTOR SEAR made a motion to adopt Resolution No. 2019-1118. SECRETARY
COLEMAN seconded the motion. Motion carried by the following roll call vote:

RESOLUTION NO. 2019-1118

AYES: Director(s) Canero, Coleman, Duran, Sear, Teague
NOES: None
ABSENT: None
ABSTAIN: None

7E. Consideration of Resolution Establishing the Annual Appropriations Limit for Fiscal Year 2019/2020

**“A RESOLUTION OF THE BOARD OF DIRECTORS OF VALLEY SANITARY DISTRICT
ESTABLISHING THE ANNUAL APPROPRIATIONS LIMIT FOR FISCAL YEAR 2019/2020”**

ACTION TAKEN:

MOTION: SECRETARY COLEMAN made a motion to adopt Resolution No. 2019-1119.
DIRECTOR CANERO seconded the motion. Motion carried by the following roll call
vote:

RESOLUTION NO. 2019-1119

AYES: Director(s) Canero, Coleman, Duran, Sear, Teague
NOES: None
ABSENT: None
ABSTAIN: None

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 Board thanked staff for their hard work and efforts during the budget process and the general manager transition. The Coachella Valley History Museum will be honoring Douglas A. York on June 22, 2019 at noon.

ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at 1:36 p.m., and the next Regular Board Meeting will be held June 25, 2019.

Respectfully submitted,

A handwritten signature in cursive script that reads "Holly Gould".

Holly Gould, Clerk of the Board
Valley Sanitary District