

**MINUTES**  
**REGULAR BOARD MEETING**  
of the  
**WEST VALLEY WATER DISTRICT**  
**December 17, 2020**

Attendee Name	Present	Excused	Absent
Board of Directors			
Channing Hawkins	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Michael Taylor	<input checked="" type="checkbox"/> remote	<input type="checkbox"/>	<input type="checkbox"/>
Kyle Crowther	<input checked="" type="checkbox"/> remote	<input type="checkbox"/>	<input type="checkbox"/>
Clifford Young	<input checked="" type="checkbox"/> remote	<input type="checkbox"/>	<input type="checkbox"/>
Gregory Young	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Staff			
Clarence Mansell	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Shamindra Manbahal	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Van Jew	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Naseem Farooqi	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Peggy Asche	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Linda Jadeski	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jon Stephenson	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Joanne Chan	<input checked="" type="checkbox"/> remote	<input type="checkbox"/>	<input type="checkbox"/>
Albert Clinger	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jose Velasquez	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rosa Gutierrez	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jose Minchez	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gina Bertoline	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Telat Yalcin	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gustavo Gutierrez	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Legal Counsel			
Robert Tafoya	<input checked="" type="checkbox"/> remote	<input type="checkbox"/>	<input type="checkbox"/>

**OPENING CEREMONIES**

- Call to Order
- Pledge of Allegiance
- Opening Prayer
- Roll Call of Board Members

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## ADOPT AGENDA

Director Greg Young motioned to adopt the agenda and Director Dr. Michael Taylor second the motion. Hearing no discussion, the following vote was taken:

**RESULT:**        **APPROVED [UNANIMOUS]**  
**MOVER:**        Gregory Young, Director  
**SECONDER:**    Michael Taylor, Director  
**AYES:**         Channing Hawkins, Michael Taylor, Kyle Crowther, Clifford Young, Gregory Young

## PUBLIC PARTICIPATION

Board Secretary, Peggy Asche, read an email received from Mr. Hardy Brown. Also, June Hayes, San Bernardino Valley Municipal Water District addressed the Board via Zoom. There were no other letters or zoom requests to speak.

President Hawkins acknowledged Alan G. Dyer, who was a past Board member for 23 years, stating that he passed away today from Covid-19. Alan G. Dyer served as Board President from January 2003 to January 2004. He had a bachelor's degree in Sociology as well as master's degree in Education/Sociology and master's degree in Secondary Education. He completed some post graduate studies in School Administration at Cal State University San Bernardino and extensive teaching, administrative work in University/Community College and Public Adult Schools for over 37 years. Mr. Dyer was a past Board member for the Inland Empire West Resource Conservation District as well as Special District Workers Compensation. He retired as an Adult School Teacher/Supervisor in the Rialto/San Bernardino School Districts for 37 years. Also, retired from the Military, U.S. Air Force Reserve, MSgt Grade, for 22 years of service and Vietnam Era Veteran. He was a representative for ACWA/Region 9, National Water Resources Association, and the Rialto North Municipal Advisory Committee. He lived in Rialto for 48 years and moved to Redlands in 2016. Between him and his wife, June, they have 5 children, 13 grandchildren and several great grandchildren. President Hawkins would like to send his condolences to the Dyer family. Director Greg Young mentioned that Mr. Dyer was a very strong advocate for not only the District, but the entire region and he is very sad to hear of his passing.

At this time, President Hawkins stated that he would like to take this opportunity to acknowledge several employees that have reached significant milestones at the District. Listed below are the names and years of service:

Brian Aldama, Lead Water Sys. Opr. – 5 years  
Nicolas Carlos, Water Sys. Opr. II – 5 years  
Matthew Lewis, Water Sys. Opr. III – 5 years  
Jarold Hill, Lead Water Sys. Opr. – 5 years  
Linda Jadeski, Eng. Serv. Mngr. – 10 years

Jon Stephenson, Dir. of Gen. Serv. – 15 years  
Jeff Guillian, Eng. Technician – 15 years  
Bilga Lopez, Acct. Specialist III – 20 years  
Ralph Navarro, Planner/Scheduler – 20 years  
Bill Krueger, Chief Water Sys. Opr. – 25 years

## PRESENTATION

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- Pun Group Presentation of FY 2019 GFOA “Excellence in Financial Reporting” Award to West Valley Water District.

Mr. Kenneth Pun reported that the GFOA established the certificate of Achievement for Excellence in Financial Reporting Program in 1945 to encourage and assist state and local governments to go above and beyond the minimum requirements of generally accepted accounting principles to prepare comprehensive annual financial reports that evidence the spirit of transparency and full disclosure and then to recognize individual governments that succeed in achieving that goal. The goal of the program is not to assess the financial health of participating governments, but rather to ensure that users of their financial statements have the information they need to do so themselves. In 2019 West Valley Water District submitted its comprehensive financial report to the GFOA to go through the certificate program. Mr. Pun is pleased to announce that he is presenting on behalf of the GFOA and the 2019 CAFR Report the Certificate of Achievement Award to the District. Mr. Shamindra Manbahal would like to recognize the Accounting Staff and extend his gratitude to the entire team for a job well done. Jose Velasquez, Accounting Manager; Gina Bertoline, Accountant; Jose Minchez, Accounting Specialist II; and Gustavo Gutierrez, Accountant.

- Immaculight UV Disinfection System Proposal.

Mr. Chris Fall, Vice President of Alliance Companies USA, presented a slideshow discussing the current pandemic of Covid-19, and with the public sector market being heavily affected, Districts are now actively seeking a long-term strategy to ensure employees safety. Alliance’s product has five key differentiators; the disinfection box has an UVC light spectrum, EPA registration and product certified with the FDA as a Class 1-disinfectant Medical Device certification, 3<sup>rd</sup> party clinical test, five-year warranty with a 25 year useful life, and provides continuous disinfection, while occupants are in the room. Mr. Shamindra Manbahal stated that he wanted to introduce this concept to the Board members and is not asking for approval at this time. If the Board would like to proceed, Mr. Manbahal stated that he will later bring back a full staff report with cost analysis, funding, etc.

- Update on Oliver P. Roemer Water Filtration Facility Expansion.

Linda Jadeski, Engineering Services Manager, reported on the expansion for the Oliver P. Roemer Water Filtration Facility and stated that currently they are working on a SRF loan funding which entails a general package, technical package, environmental package, permits and financial package which will go into the application for the funding loan. The detail element projects are electrical improvements, backup generator, influent and effluent pump station locations, new site piping routes, facility entrance modifications to allow access for chemical deliveries, and looking at the capacity testing for the existing sludge ponds. The next step will be preparing CEQA documents for the project.

## CONSENT CALENDAR

Mr. Manbahal stated that he would like to remove Items No. 1 and 2 to a future meeting and exclude Item No. 6 as it was erroneously placed on the agenda and approved at a previous Board meeting on November 19, 2020. Director Greg Young requested that Item No. 10 be pulled for separate discussion. Director Greg Young motioned to adopt the Consent Calendar as stated and Director Dr. Michael Taylor second the motion. Hearing no further discussion, the following vote was taken:

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<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Gregory Young, Director
<b>SECONDER:</b>	Michael Taylor, Director
<b>AYES:</b>	Channing Hawkins, Michael Taylor, Kyle Crowther, Clifford Young, Gregory Young

**1. BUDGET CARRYOVER RESERVE DEBT MANAGEMENT POLICY.**

The Board voted unanimously to exclude Items No. 1 and 2 during the adoption of the Consent Calendar.

**2. CAPITAL ASSETS POLICY.**

The Board voted unanimously to exclude Items No. 1 and 2 during the adoption of the Consent Calendar.

**3. APPROVE TASK ORDER NO. 2 WITH MICHAEL BAKER INTERNATIONAL FOR CONSTRUCTION MANAGEMENT AND INSPECTION SERVICES FOR SANTA ANA AVENUE TRANSMISSION MAIN PROJECT PHASE I.**

**4. APPROVE TASK ORDER NO. 3 WITH ENGINEERING RESOURCES OF SOUTHERN CALIFORNIA, INC. FOR THE PROFESSIONAL ENGINEERING SERVICES FOR CONSTRUCTION BID DOCUMENTS FOR THE MODIFICATIONS OF ZONE 8-3 RESERVOIR PROJECT.**

**5. APPROVE A PROFESSIONAL SERVICES AGREEMENT AND TASK ORDER NO. 1 WITH ALBERT A. WEBB ASSOCIATES FOR THE PROFESSIONAL ENGINEERING SERVICES FOR DEVELOPMENT OF CONSTRUCTION BID DOCUMENTS FOR 18-INCH TRANSMISSION MAIN CROSSING ONTARIO INTERSTATE 15 FREEWAY FROM CITRUS AVENUE TO LYTLE CREEK ROAD PROJECT.**

**6. AWARD OF CONTRACT FOR CONSTRUCTION OF SANTA ANA AVENUE TRANSMISSION MAIN PROJECT PHASE I TO EL-CO CONTRACTORS, INC.**

The Board voted unanimously to exclude Item No. 6 during the adoption of the Consent Calendar as it was previously approved at the Board meeting on November 19, 2020.

**7. CONSIDER RIALTO BASIN GROUNDWATER COUNCIL FRAMEWORK AGREEMENT.**

**8. CONSIDER A WATER SUPPLY ASSESSMENT FOR VENTANA AT DUNCAN CANYON SPECIFIC PLAN.**

**9. RATIFY EXPENDITURES FOR MAINTENANCE PROJECT IN CACTUS BASIN 2.**

**10. IMMACULIGHT UV DISINFECTION SYSTEM PROPOSAL.**

The Board voted unanimously to move Item No. 10 for separate consideration to Business Matters during the adoption of the Consent Calendar.

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**BUSINESS MATTERS**

**10. IMMACULIGHT UV DISINFECTION SYSTEM PROPOSAL.**

Director Greg Young thanked Mr. Fall for his presentation on the briefing of the Immaculight UV Disinfection System and stated that he is very interested in this system and is looking forward to hearing more from Staff. Director Greg Young also would like to request Staff to prepare how the District is going to fund this project as well as the maintenance costs of the purifiers. Mr. Shamindra Manbahal stated that he has started that process and waiting to hear back from California Office of Emergency Services. Discussions ensued and direction was given to Mr. Shamindra Manbahal to report back to the Board with a full report on the installation cost and maintenance requirements.

**11. ADOPT RESOLUTION NO. 2020-19, AMENDING SCHEDULE "B" STANDING COMMITTEES AND SCHEDULE "C" OUTSIDE MEETINGS OF ORDINANCE NO. 86, COMPENSATION AND POLICIES RELATED TO BOARD.**

The Board of Directors began discussion on the committee assignments and agreed that there would be no changes; however, there was one new committee added to Schedule "B" Standing Committees. The representatives for the new committee, Policy Review & Oversight Committee, are Director Greg Young and Director Dr. Michael Taylor. Listed below are the agreed committee assignments with the first name indicating the Chair of the committee:

**Executive Committee**

Channing Hawkins, Kyle Crowther

**Finance Committee**

Dr. Clifford Young, Dr. Michael Taylor

**Safety and Technology Committee**

Dr. Michael Taylor, Kyle Crowther

**Rialto Basin Groundwater Council**

Greg Young, Dr. Michael Taylor

**Policy Review & Oversight Committee**

Greg Young, Dr. Michael Taylor

**ACWA/JPIA**

Channing Hawkins, Dr. Michael Taylor

**Human Resources Committee**

Dr. Michael Taylor, Channing Hawkins

**Engineering, Opr. & Planning Committee**

Greg Young, Kyle Crowther

**External Affairs Committee**

Dr. Clifford Young, Channing Hawkins

**Bloomington MAC**

Greg Young, Kyle Crowther

**SB Valley Municipal Water Board Mtgs.**

Dr. Clifford Young, Dr. Michael Taylor

**ACWA**

All Directors

Director Dr. Michael Taylor motioned to approve the designated committee representatives as discussed. Director Greg Young second the motion which passed as follows:

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Michael Taylor, Director
<b>SECONDER:</b>	Gregory Young, Director
<b>AYES:</b>	Channing Hawkins, Michael Taylor, Kyle Crowther, Clifford Young, Gregory Young

**REPORTS - LIMITED TO 5 MINUTES MAXIMUM (Presentations or handouts must be provided to Board Members in advance of the Board Meeting).**

**1. Board Members**

- Director Dr. Michael Taylor stated that he would like to also close the meeting tonight in memory of Nadeem Farooqi, who is an employee's brother that tragically passed away this month.
- Director Greg Young thanked everyone for sending good wishes for his recovery from Covid-19. Also, wished everyone a Merry Christmas and safe holiday.
- Vice President Kyle Crowther thanked all for the presentations this evening and would like to send his condolences to the Dyer and Farooqi families.
- At this moment, President Hawkins asked that we have a moment of silence in memory of Alan Dyer and Nadeem Farooqi.

**2. Legal Counsel**

- Mr. Robert Tafoya reported out of Closed Session that several items were considered; however, no final actions were taken.

**3. General Manager**

- Mr. Shamindra Manbahal, Acting General Manager, stated that he appreciates the Board's support in allowing the employees to have a luncheon today. Also, he would like to bring to the Board's attention that the employees have donated an abundance of toys that are displayed tonight and thanked staff for their continued support. Happy holidays and stay safe.

**CLOSED SESSION**

Mr. Robert Tafoya reported out of Closed Session that several items were considered; however, no final actions were taken.

- CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION – Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9: Number of Cases: Three (3).

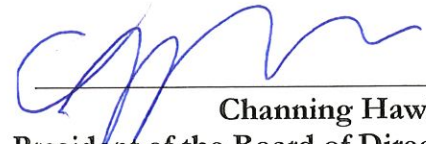
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- CONFERENCE WITH LABOR NEGOTIATOR (54957.6) DISTRICT NEGOTIATORS; Shamindra Manbahal, Robert Tafoya, Union Negotiators; re: International Union of Operating Engineers, Local 12.
- CONFERENCE WITH LEGAL COUNSEL - PUBLIC EMPLOYEE APPOINTMENT - Pursuant to Government Code Section 54957, Title(s): Human Resources Risk Manager.
- CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION – Pursuant to Paragraph One (1) of Subdivision (d) of the Government Code Section 54956.9 Case Name: Naisha Davis v. West Valley Water District et al. Case No. 20STCV0323.
- CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION – Pursuant to Paragraph One (1) of Subdivision (d) of the Government code Section 54956.9 Case Name: Patricia Romero v. West Valley Water District, Case No. CIVDS2024402.

## ADJOURN


Hearing no further discussion, the meeting adjourned at 8:09 p.m.



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**Channing Hawkins**  
**President of the Board of Directors**  
**of West Valley Water District**

ATTEST:



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**Peggy Asche, Board Secretary**

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