

MINUTES
REGULAR BOARD MEETING
of the
WEST VALLEY WATER DISTRICT
October 6, 2022

Board of Directors	Present	Excused	Absent
Channing Hawkins	<input checked="" type="checkbox"/> Remote	<input type="checkbox"/>	<input type="checkbox"/>
Gregory Young	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Angela Garcia	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dan Jenkins	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Kelvin Moore	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Staff			
Van Jew	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Nancy Albitre	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Haydee Sainz	<input checked="" type="checkbox"/> Remote	<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"/>	<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"/>
Socorro Pantaleon	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Legal Counsel			
Robert Tafoya	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

OPENING CEREMONIES

Pledge of Allegiance - Led by Vice President Gregory Young
Opening Prayer - Led by Elder Vernal Townsend, Sunrise Church
Call to Order
Roll Call of Board Members

ADOPT AGENDA

Mr. Van Jew, Acting General Manager, requested that Item #4 on the Consent Calendar be moved to Business Matters as Item #36. New information was received after the agenda was published and staff wanted to present the new information before the Board considered this item.

Director Dan Jenkins motioned to adopt the agenda as amended, moving Consent Calendar Item #4 to Business Matters as Item #36 and Vice President Young seconded the motion. The following vote was taken:

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RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dan Jenkins, Director
SECONDER:	Gregory Young, Vice President
AYES:	Channing Hawkins, Gregory Young, Angela Garcia, Dan Jenkins, Kelvin Moore

PUBLIC PARTICIPATION

Ms. Nancy Albitre, Acting Board Secretary, reported that no requests to speak were received via mail, email, or phone. President Channing Hawkins inquired if anyone from the public would like to speak. There were no public comments.

PUBLIC HEARING

President Hawkins declared the Public Hearing open at 6:35 p.m. Ms. Albitre reported that the Public Notice Hearing was posted at the District Headquarters, Pack N Mail, and J Check Cashing and published in the San Bernardino Sun newspaper in accordance with California law.

President Hawkins asked Mr. Jew to describe the purpose of the public hearing.

Mr. Jew introduced Ms. Linda Jadeski, Director of Engineering, to describe the events leading up to the hearing and the purpose of the hearing. Ms. Jadeski gave a presentation on the Initial Study/Mitigated Negative Declaration for the 18-Inch Transmission Main Installation Project.

President Hawkins stated that the Board acknowledged receipt of the Initial Study/Mitigated Negative Declaration for the 18-Inch Transmission Main Installation Project and receipt of the Initial Study is hereby entered into the record of this public hearing. President Hawkins then opened the public comment portion of the public hearing and separately solicited general comments, comments in favor, and comments in opposition. No comments were received.

President Hawkins declared the public hearing closed at 6:41 p.m.

PRESENTATIONS

Ms. Socorro Pantaleon, Acting Government and Legislative Affairs Manager, gave a brief presentation regarding Waters Professionals Week 2022 and Customer Service Week. Ms. Pantaleon also presented English and Spanish versions of the Customer Service PSA video on “No Cost Water Surveys”, which featured a couple of the District’s Customer Service Representatives. Director Angela Garcia thanked Ms. Pantaleon for her efforts in sharing the videos of staff and water conservation on social media. President Hawkins expressed his gratitude to Ms. Pantaleon and thanked Public Affairs for a great job in acknowledging all WVWD employees.

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CONSENT CALENDAR

Vice President Young motioned to adopt the Consent Calendar as amended, moving Consent Calendar Item #4 to Business Matters as Item #36 and Director Garcia seconded the motion. The following vote was taken:

RESULT:	ADOPTED AS AMENDED [UNANIMOUS]
MOVER:	Gregory Young, Vice President
SECONDER:	Angela Garcia, Director
AYES:	Channing Hawkins, Gregory Young, Angela Garcia, Dan Jenkins, Kelvin Moore

1. **SEPTEMBER 1, 2022 - BOARD OF DIRECTOR MINUTES**
2. **SEPTEMBER 15, 2022 - BOARD OF DIRECTOR MINUTES**
3. **CONSIDER REIMBURSEMENT FOR MANGO AVE. MAIN LINE EXTENSION**
4. **CONSIDER APPROVING A PROJECT TO IMPLEMENT AN ADVANCED METERING INFRASTRUCTURE SYSTEM**
(Moved to Business Matters Item #36).
5. **LABORATORY SELECTION FOR THE FIFTH UNREGULATED CONTAMINANT MONITORING RULE (UCMR 5)**
6. **REQUEST FOR A 5-YARD DUMP TRUCK**
7. **AGREEMENT WITH RITE-WAY ROOF CORPORATION FOR RESERVOIR 2-1 ROOF REPLACEMENT AND ASBESTOS ABATEMENT AND DISPOSAL**
8. **VARIABLE FREQUENCY DRIVE (VFD) FOR THE SOUTH WELL AT EAST COMPLEX**
9. **PREVENTIVE MAINTENANCE CONTRACT WITH SUEZ FOR THE TOTAL ORGANIC CARBON ONLINE ANALYZER AT THE FLUIDIZED BED BIOLOGICAL REACTOR WATER TREATMENT PLANT (FBR)**
10. **PREVENTIVE MAINTENANCE CONTRACT WITH TROJAN TECHNOLOGIES FOR THE ULTRAVIOLET DISINFECTION SYSTEM AT THE OLIVER P. ROEMER WATER FILTRATION PLANT**
11. **PREVENTIVE MAINTENANCE CONTRACT WITH HACH COMPANY FOR THE TOTAL ORGANIC CARBON AND ALKALINITY ANALYZERS AT THE OLIVER P. ROEMER WATER FILTRATION PLANT**
12. **UPGRADE ALARM PANELS TO 5G DIAL-OUT CAPABILITY**
13. **WELL UNTAPPED FELLOWSHIP PROGRAM**
14. **REJECTION OF CLAIM NO.-22-0788 - MARTY AGUILAR VS. WEST VALLEY WATER DISTRICT**
15. **TRANSFER FUNDS REQUEST FROM GENERAL CHECKING TO WVWD INVESTMENT ACCOUNT**
16. **TREASURER'S REPORT - AUGUST 2022**

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17. AUGUST 2022 - PURCHASE ORDER REPORT
18. CASH DISBURSEMENTS REPORT - AUGUST 2022
19. MONTHLY REVENUE & EXPENDITURES REPORT - AUGUST 2022
20. ADOPT RESOLUTION NO. 2022-23 A RESOLUTION OF THE BOARD OF DIRECTORS OF THE WEST VALLEY WATER DISTRICT PROCLAIMING A LOCAL EMERGENCY, RATIFYING THE PROCLAMATION OF A STATE OF EMERGENCY BY GOVERNOR GAVIN NEWSOM ON MARCH 4, 2020, AND AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE LEGISLATIVE BODIES OF WEST VALLEY WATER DISTRICT FOR THE PERIOD OCTOBER 14, 2022, THROUGH NOVEMBER 14, 2022, PURSUANT TO BROWN ACT PROVISIONS
21. APPROVAL OF PAYMENT TO LIEBERT CASSIDY WHITMORE FOR PROFESSIONAL SERVICES, IN JUNE 2022, INVOICE NO. 222541 FOR \$3,501.00
22. APPROVAL OF PAYMENT TO LIEBERT CASSIDY WHITMORE FOR PROFESSIONAL SERVICES, IN JUNE 2022, INVOICE NO. 222542 FOR \$1,658.50
23. APPROVAL OF PAYMENT TO LIEBERT CASSIDY WHITMORE FOR PROFESSIONAL SERVICES, IN MAY 2022, INVOICE NO. 220804 FOR \$314.00
24. APPROVAL OF PAYMENT TO LIEBERT CASSIDY WHITMORE FOR PROFESSIONAL SERVICES, IN MAY 2022, INVOICE NO. 220809 FOR \$78.00
25. APPROVAL OF PAYMENT TO LIEBERT CASSIDY WHITMORE FOR PROFESSIONAL SERVICES, IN JULY 2022, INVOICE NO. 224189 FOR \$57.00
26. APPROVAL OF PAYMENT TO LIEBERT CASSIDY WHITMORE FOR PROFESSIONAL SERVICES, IN JULY 2022, INVOICE NO. 224191 FOR \$924.50
27. APPROVAL OF PAYMENT TO LIEBERT CASSIDY WHITMORE FOR PROFESSIONAL SERVICES, IN JULY 2022, INVOICE NO. 224198 FOR \$4,800.50
28. APPROVAL OF PAYMENT TO LIEBERT CASSIDY WHITMORE FOR PROFESSIONAL SERVICES, IN JULY 2022, INVOICE NO. 224199 FOR \$2,105.50
29. APPROVAL OF PAYMENT TO HUNT ORTMANN, PALFFY, NIEVES, DARLING & MAH, INC. FOR PROFESSIONAL SERVICES, IN AUGUST 2022, INVOICE NO. 95531 FOR \$2,044.00
30. APPROVAL OF PAYMENT TO ALBRIGHT, YEE & SCHMIT FOR PROFESSIONAL SERVICES, IN AUGUST 2022, INVOICE NO. 27656 FOR \$5,776.50.
31. APPROVAL OF PAYMENT TO ALBRIGHT, YEE & SCHMIT FOR PROFESSIONAL SERVICES, IN SEPTEMBER 2022, INVOICE NO. 27657 FOR \$3,587.50.
32. APPROVAL OF PAYMENT TO CARPENTER, ROTHANS & DUMONT LLP FOR PROFESSIONAL SERVICE, IN AUGUST 2022, INVOICE NO. 41971 FOR \$5,420.00

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BUSINESS MATTERS

Consideration of:

33. STRATEGIC PLANNING RETREAT UPDATE

Ms. Haydee Sainz, Human Resources & Risk Manager, gave a brief update on the Strategic Planning Retreat. Ms. Sainz reported that the Retreat was scheduled for November 18 and November 19, 2022. Ms. Sainz also reported that the District's General Counsel would not be able to attend and that Mr. Greg Larson, the Facilitator, would be contacting each Board member two weeks prior to obtain information from each Board member. This agenda item was for information only.

34. GOVERNANCE: BOARD OF DIRECTORS POLICIES AND PROCEDURES

Vice President Young proposed a revision to Section 7.4 stating, the Board of Directors shall hold an annual organizational meeting at its first regular meeting in December *on or after the first Friday of the month*. Since the December 1st Board meeting falls on Thursday before the first Friday of the month, the swearing in of the Board members will need to take place at the following Board meeting per the California law. Vice President Young additionally proposed amending Section 7.4 to reflect that the Presidency and Vice Presidency shall be rotated among members of the Board to provide an opportunity to Board members that haven't served in an officer capacity. Vice President Young also proposed a revision to Section 12.4 to change the Executive Committee meeting with the General Manager from once a week to *bi-monthly* to discuss progress towards Board directed activities. Further consultation with the General Manager shall be on an as needed basis.

Director Garcia motioned to incorporate the revised changes into the Board of Directors Policy and Procedures Manual. Director Jenkins seconded the motion. The following vote was taken:

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Angela Garcia, Director
SECONDER:	Dan Jenkins, Director
AYES:	Channing Hawkins, Gregory Young, Angela Garcia, Dan Jenkins, Kelvin Moore

35. RESOLUTION NO. 2022-26, ADOPTING A MITIGATED NEGATIVE DECLARATION ON DISTRICT PROJECT KNOWN AS THE 18-INCH TRANSMISSION MAIN INSTALLATION PROJECT.

Vice President Young motioned to approve the Initial Study, Notice of Determination and Mitigated Negative Declaration and to adopt Resolution No. 2022-26 for the 18-inch Transmission Main Installation Project as to staff recommendations. Director Dan Jenkins seconded the motion. The following vote was taken:

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RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Gregory Young, Vice President
SECONDER:	Dan Jenkins, Director
AYES:	Channing Hawkins, Gregory Young, Angela Garcia, Dan Jenkins, Kelvin Moore

36. CONSIDER APPROVING A PROJECT TO IMPLEMENT AN ADVANCED METERING INFRASTRUCTURE SYSTEM.

Mr. Jon Stephenson, Director of General Services, reported that the costs for the payment and performance bonds, which are required for public works projects, was inadvertently omitted from the hardware quote that was submitted by Aqua-Metrics. The project amount which was originally reported as \$138,291.25, was revised to \$140,491.25 which was a \$1,200.00 difference.

Vice President Young motioned to adopt the revised staff recommendation with the new total of \$140,491.25 and to approve the Project to Implement an Advanced Metering Infrastructure System. Director Garcia seconded the motion. The following vote was taken:

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Gregory Young, Vice President
SECONDER:	Angela Garcia, Director
AYES:	Channing Hawkins, Gregory Young, Angela Garcia, Dan Jenkins, Kelvin Moore

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

1. Board of Directors

- Vice President Young expressed his appreciation for the condolences that he received after his grandmother's passing. He also requested that staff update the version history on the Board of Directors Policies and Procedures.
- President Hawkins stated that he attended the World Water Tech in North America; it was a very informative presentation this year. It was very insightful and very in-depth, and we should have members of staff and the engineering team should attend in the future.

2. General Manager

- Mr. Jew informed the Board that he would be on stand-by Jury Duty next week and would be intermittently available.
- Mr. Jew also provided a brief recap of the Oliver P. Roemer expansion project as well as a brief status update.

3. General Counsel

- Mr. Robert Tafoya, Legal Counsel, reported out of Closed Session stating that multiple items were considered. However, no reportable actions were taken.

UPCOMING COMMUNITY EVENTS

UPCOMING EDUCATION & TRAINING OPPORTUNTIES

CLOSED SESSION


- CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION - Significant Exposure to Litigation Pursuant to Paragraph (2) of Subdivision (D) of Section 54956.9(B): Number of Cases: Two (2).
- CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION - Pursuant to Paragraph One (1) of Subdivision (d) of the Government Code Section 54956.9 Case Name: Diana Gunn. vs. West Valley Water District, Case No. CIVSB2117195.
- 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 vs. West Valley Water District, Case No. CIVDS2024402.
- CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION - Pursuant to Paragraph One (1) of Subdivision (d) of the Government Code Section 54956.9 Case Name: Nadia Loukeh. vs West Valley Water District, Case No. CIVSB2116242.
- CONFERENCE WITH LEGAL COUNSEL - PUBLIC EMPLOYEE APPOINTMENT - Pursuant to Government Code Section 54957, Title(s) Chief Financial Officer.
- CONFERENCE WITH LEGAL COUNSEL - PUBLIC EMPLOYEE APPOINTMENT - Pursuant to Government Code Section 54957, Title(s) Board Secretary.

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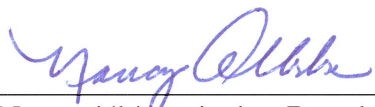
ADJOURN

The meeting was closed in the memory of Bernardo Nacionales, retired Navy Senior Chief Petty Officer with 30 years of service. He was 90 ninety-year-old and his funeral was today. The meeting adjourned at 7:10 p.m.



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

ATTEST:



Nancy Albitre, Acting Board Secretary