

SEELEY COUNTY WATER DISTRICT
1898 West Main Street (P.O. Box 161) Seeley, CA 92273
Telephone: 760.352.6612 Facsimile: 760.352.0589



PRESIDENT: Leslie Hill **VICE PRESIDENT:** Donald Murphy
BOARD OF DIRECTORS: Jason Grima, Esteban Jaramillo, Bianca Vasquez

NOTICE OF REGULAR MEETING

Date: June 21, 2022 (Monday Federal Holiday)
Where: SCWD Office, 1898 W. Main Street, Seeley CA 92273
Time: 6:00PM

IN COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT, IF YOU NEED SPECIAL ASSISTANCE TO PARTICIPATE IN THIS MEETING, PLEASE CONTACT THE GENERAL MANAGER AT, (760) 425-0041. NOTIFICATION 48 HOURS PRIOR TO THE MEETING WILL ENABLE SCWD TO MAKE REASONABLE ARRANGEMENTS TO ENSURE ACCESSIBILITY TO THIS MEETING [28CFR 35.102-35.104 ADA TITLE II]

A. CALL TO ORDER

PLEDGE OF ALLEGIANCE

QUORUM – ROLL CALL

B. DISCUSSION OF AGENDA

1. Items to be pulled from the Action Calendar.
2. Items to be pulled from the Discussion Calendar.
3. Emergency Items to be added.
4. Approval of the agenda.

C. PUBLIC APPEARANCES

1. Matters not appearing on the agenda. If you wish to address the BOARD OF DIRECTORS concerning any item within the BOARD'S jurisdiction, please raise your hand and be acknowledged by the BOARD PRESIDENT, and at that time state your name and address for the record. The BOARD PRESIDENT reserves the right to place a time limit on each person's presentation of three (3) minutes. It is requested that longer presentations be submitted to the BOARD OF DIRECTORS in writing.

2. Matters appearing on the agenda. If you wish to address the BOARD OF DIRECTORS concerning any item appearing on the agenda, please raise your hand and be acknowledged by the BOARD PRESIDENT, and at that time state your name and address for the record. The BOARD PRESIDENT reserves the right to place a time limit on each person's presentation of three (3) minutes

D.**REPORTS**

1. President and Vice President/or Board Member comments
2. Administrative General Manager and Secretary Report
3. Operations Report

E.**CONSENT AGENDA**

All items appearing under the "Consent Agenda" will be acted upon by the Board by one motion without discussion. Should a Board member or other person request that any item be considered separately that item will then be taken up at the time as determined by the Board President.

1. Demands (Accounts Payable)
2. Approval of Minutes: REGULAR MEETING: May 16, 2022
3. Authorize up to 4 Administrative days for the President of the Board for the month of
 - a. June 2022.
4. Authorize and Approve AGM to refund mileage reimbursement in the amount of **\$11.70** for round trip to El Centro, CA
5. Authorize and Approve AGM to refund mileage reimbursement and WWTP certification fees in the amount of **\$228.28**.

F.**HAZEN AND SAWYER: WASTEWATER TREATMENT PLANT IMPROVEMENTS****F-1. SUBJECT: DISCUSSION: UPDATES TO THE WASTEWATER TREATMENT PLANT IMPROVEMENTS; PROJECT WORK ORDER NO. R7-2019-0001 & R7-2021-0041**

1. ORDER WORK NO. 2021-0041 (\$39K) - IMPROVEMENT TO THE UV SYSTEM
2. ORDER WORK NO. 2019-0001 (\$297K) – IMPROVEMENT TO THE WWTP
3. 60% DESIGN TO 100% PROJECT FUNDING

G.**DISCUSSION/ACTION**

G-1. SUBJECT: ACTION/DISCUSSION: AMENDMENT NO. 1 TO THE SERVICES AGREEMENT BETWEEN SEELEY COUNTY WATER DISTRICT AND AARON GARCIA CONSULTANT

1. AUTHORIZE AND APPROVE THE PRESIDENT AND GENERAL MANAGER AS SECRETARY OF THE BOARD TO SIGN AMENDMENT NO 1 TO THE ORIGINAL AGREEMENT
2. AUTHORIZE AND APPROVE THE AGM AN AMOUNT NOT TO EXCEED (\$2537) PER MONTH; AND A FEE OF SIXTY DOLLARS (\$60) PER HOUR; SUBJECT TO A NOT EXCEEDS \$1300 PER MONTH

G-2. SUBJECT: ACTION/DISCUSSION: AMENDMENT NO. 1 TO THE SERVICES AGREEMENT BETWEEN SEELEY COUNTY WATER DISTRICT AND GRACIELA LOPEZ CONSULTANT

1. AUTHORIZE AND APPROVE THE PRESIDENT AND GENERAL MANAGER AS SECRETARY OF THE BOARD TO SIGN AMENDMENT NO 1 TO THE ORIGINAL AGREEMENT
2. AUTHORIZE AND APPROVE A PER MONTHLY RATE OF \$1700.00 AND AN HOURLY RATE OF \$75 PER HOUR FOR HOURS WORKED EXCEEDING 20 HOURS MONTHLY; AND SUBJECT TO A NOT EXCEEDS \$2500 PER MONTH

G-3. SUBJECT: ACTION/DISCUSSION: AMENDMENT NO. 3 TO THE SERVICES AGREEMENT BETWEEN SEELEY COUNTY WATER DISTRICT AND JOHN KEMP CONSULTANT

1. AUTHORIZE AND APPROVE THE PRESIDENT AND GENERAL MANAGER AS SECRETARY OF THE BOARD TO SIGN AMENDMENT NO 3 TO THE ORIGINAL AGREEMENT, EXTENDING THE CONTRACT TERM THROUGH JUNE 30, 2023

G-4. SUBJECT: ACTION/DISCUSSION: TERMS OF ENGAGEMENT BETWEEN GEORGE J. WOO, CERTIFIED PUBLIC ACCOUNTANT AND SEELEY COUNTY WATER DISTRICT FOR FISCAL YEAR ENDED JUNE 2022

1. APPROVE TERMS AS PRESENTED TO CONDUCT AN AUDIT OF FINANCIAL STATEMENTS
2. APPROVE SERVICES NOT TO EXCEED IN THE AMOUNT OF \$7500

G-5. SUBJECT: ACTION/DISCUSSION: SECURING INFORMATION TECHNOLOGY SERVICES FOR THE SEELEY COUNTY WATER DISTRICT WITH ALEJANDRA "ALEX" ESTRADA

1. APPROVE THE PROCUREMNT OF INFORMATION TECHNOLOGY SERVICES FOR SEELEY COUNTY WATER DISTRICT WITH ALEX ESTRADA, IT TECHNICIAN FOR A 12-MONTH PERIOD EFFECTIVE JUNE 21, 2022
2. APPROVE AMOUNT AT THE RATE OF \$140 PER HOUR; SUBJECT TO A DO NOT EXCEEDS \$600 PER MONTH.

G-6. SUBJECT: ACTION/DISCUSSION: AUTHORIZING IMPLEMENTATION OF POLICY AND PROCEDURE GUIDE FOR DIRECT DEPOSIT OF PAYROLL FOR ALL EMPLOYEESS

1. APPROVE RESOLUTION 062122-01 IMPLEMENTING SAID POLICY

G-7. SUBJECT: DISCUSSION/DIRECTION: 2022-23 FISCAL YEAR BUDGET PROCESS

G-8. SUBJECT: DISCUSSION/ACTION: SERVICE AGREEMENT BETWEEN SEELEY COUNTY WATER DISTRICT AND WALKER AND DRISKILL, PLC

1. AUTHORIZE AND APPROVE AMENDING SERVICE AGREEMENT WITH WALKER & DRISKILL LAW CORPORATION; THE AFFECTED PROVISIONS UNDER THE CONTRACT ARE TO COMPENSATION FOR SERVICES PERFORMED ON AN AS-NEED BASIS AND ON A CASE-BY-CASE BASIS, UPON REQUEST OF THE CLIENT

H. CLOSED SESSION:

This is a CLOSED SESSION in which the Board of Directors discuss matters in closed session as opposed to open session. Only those matters authorized by the Brown Act function as permissible CLOSED SESSION subjects will be discussed. They are as follows:

1. SUBJECT: CONFERENCE WITH LABOR NEGOTIATORS (Section: §54957.6)
Agency designated representatives: Mitch Driskill and Teri Brownlee
Employee organization: Teamsters Union Local 542
2. SUBJECT: CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
Significant Exposure to Litigation Pursuant to Government Code Section §54956.9(b).
(one potential case)
3. SUBJECT: CONFERENCE WITH LEGAL COUNSEL – INITIATION OF LITIGATION
Pursuant to paragraph (4) of subdivision (d) of Government Code Section § 54956.9 (one potential case)
4. SUBJECT: PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Gov. Code section 54957(b)(1).) (The performance of an existing employee) Title: General Manager and Secretary of the Board

I. ANNOUNCEMENTS:

1. Board of Supervisors Public Meetings: **Tuesdays in JUNE 9:30 am**
2. (open session) at 940 W. Main St.
3. CSDA Newsletter: www.csda.net

J. ADJOURNMENT:

NEXT REGULAR BOARD MEMBER MEETING: July 18, 2022, at 6:00 P.M.

NOTE: Any documents produced by the SCWD and distributed to a majority of the SCWD Board regarding any item on this agenda will made available at the front counter at Seeley County Water District, located at 1898 W. Main Street, Seeley CA 92273, during normal business hours.