

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



Board President: Keith Baird

Board Members: Jason Grima, Esteban Jaramillo, Leslie Hill, Donald Murphy

NOTICE OF REGULAR MEETING

Date: December 10, 2018, MONDAY Regular Meeting
Where: CWD Office, 1898 W. Main Street, Seeley CA 92273
Time: 6:45 PM

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
 - A-1. Pledge of Allegiance
 - A-2. Quorum - Roll Call
- B. DISCUSSION OF AGENDA
 - B-3. Items to be pulled from the Action Calendar.
 - B-4. Items to be pulled from the Discussion Calendar.
 - B-5. Emergency Items to be added.
 - B-6. Approval of the agenda.

D.	ELECTION OF OFFICERS
-----------	-----------------------------

- D-1. SUBJECT: DISCUSSION/ACTION: **INSTALLATION OF OFFICERS**
 - 1. NOMINATE AND ELECT A BOARD MEMBER TO THE OFFICE OF PRESIDENT –
 - 2. NOMINATE AND ELECT A BOARD MEMBER TO THE OFFICE OF VICE PRESIDENT –

E.	PRESENTATIONS
-----------	----------------------

- E-1. SUBJECT: PRESENTATION: **Imperial Irrigation District Presentation by Gabriel Ramirez and Robert Schettler**
 - 1. LIGHTING
- E-2. SUBJECT: PRESENTATION: **Jose Landeros, David H West Insurance Services**
 - 1. SIMPLE IRA
 - 2. LIFE INSURANCE POLICY

F. PUBLIC APPEARANCES

F-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.

F-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.

G. REPORTS

G-1 President and/or Board Member comments

G-2. Engineer's Report: Wastewater Improvement Project

G-3. Administrative General Manager and Secretary Report - Correspondence

G-4. Chief Operators Report – Water & Wastewater Treatment Plant Reports

H. 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. Consideration separately.

H-1. Demands (Accounts Payable)

H-2. Approval of Minutes: 1. REGULAR MEETING: November 12, 2018

H-3. Authorize 4 Administrative days for the President of the Board for the month of DECEMBER 2018.

H-4. Approval of the purchase of Sodium Hypochlorite for Water Treatment Plant from Brenntag Co. for a total cost not to exceed in the amount of \$1,145.12 (tax and freight included).

H-5. Approval of purchase of routine office supplies (paper, stamps and cleaning supplies for office (envelopes, copy paper, toner for printers and copier, toilet paper, paper towels, eight rolls of postage stamps, cleaning liquid, trash liners/bags, dish soap, bathroom cleaner, disposable water/coffee cups) not to exceed \$750.00 – office supply expense {Sparkllets drinking water service \$71.91- office expense} [\$400 for stamps alone – postage and freight expenses]

H-6. Approval of purchase for the Replacement sensor for Hach Pocket Pro Multi-Tester (\$97) for WWTP pH probe, purchase of replacement Hach LDO sensor cap for current WWTP DO probe (\$129), purchase of Hach Pocket Pro+ pH tester with replaceable sensor for WTP (\$136.25), purchase of replacement sensor for Pocket Pro+ pH tester for WTP (\$82.50)
Total not to exceed **\$479.23** (cost includes est. tax and est. ship).
(Budgeted expense to be charged to the supplies: water and wastewater)

H-7. Approval of purchase of (1) 1 liter sized USABlueBook brand Electrode Storage Solution for storage of WTP and WWTP pH probes, (2) Replacement NTU analyzer desiccant pouches for WTP, (3) Chlorine injection assemblies for WTP, (1) LMI polymer pump repair kit for WTP.
Total not exceed **\$451.61** (cost includes est. shipping and est. tax)

H-8. Approval of purchase of Repair of 4" backflow device that failed its initial testing.
H2O Water Treatment Services: Not to exceed \$1,000 parts, labor, and retest after repair included. (Budgeted expense to be charged to contract labor and repair/maintenance)

H-9. Approval of Purchase of various sch. 80 PVC fittings, nipples, unions, couplings. Price not to exceed **\$250** (Budgeted expense to be charged to the supplies: water)

I. PUBLIC HEARING

I.-1. PUBLIC HEARING: (DISCUSSION/ACTION)

1. **SUBJECT:** Public Hearing/Discussion/Action: DEVELOPMENT PROCESSING FEES
2. APPROVAL OF RESOLUTION NO. 121018-01, APPROVING THE ESTABLISHMENT OF DEVELOPMENT PROCESSING FEES

J. DISCUSSION/ACTION

J-1 SUBJECT: DISCUSSION/ACTION: WESTERRA CONSULTING – CAMERON BUCHER - AMENDMENT NO. 2 TO SOLAR ENERGY POWER PURCHASE AND SALE AGREEMENT

1. APPROVAL OF AMENDMENT NO. 2 BETWEEN IVEG 1, LLC, A CALIFORNIA LIMITED FACILITY LIABILITY COMPANY AND SEELEY COUNTY WATER DISTRICT.

J-2. SUBJECT: DISCUSSION/ACTION: SIMSA PREMIUM INCREASES & BUDGET AMENDMENT

1. APPROVAL OF PREMIUM INCREASES BY 5% MEDICAL \$133.13 AND 3% FOR DENTAL \$7.74. TOTAL MONTHLY PREMIUM INCREASE **\$140.87**
2. APPROVAL TO AMEND THE 2018-19 FISCAL YEAR BUDGET

J-3. SUBJECT: DISCUSSION/ACTION: SILVERDALE CHEESE FACTORY AGREEMENT

1. REPEAL AGREEMENT WITH SILVERDALE CHEESE FACTORY – SANDY TUNG

J-4. SUBJECT: DISCUSSION/ACTION: OPERATIONS SUPERVISOR JOB DESCRIPTION

1. APPROVAL OF RESOLUTION 121018-02 FOR THE NEW JOB DESCRIPTION OF OPERATIONS SUPERVISOR.
2. REPEAL RESOLUTION NO. 050817-02 ASSISTANCE MAINTENANCE MANAGER/WATER TREATMENT/WASTEWATER PLANT OPERATOR

J-5 SUBJECT: DISCUSSION/ACTION: CDBG WWTP PROJECT COST ESTIMATE INCREASES

1. APPROVAL BY THE BOARD TO PROCEED WITH THE PROJECT PER THE CURRENT DESIGN AND COST ESTIMATE, AND WITH THE UNDERSTANDING THAT SCWD WILL CONTRIBUTE ANY FUNDS OVER THE GRANT AMOUNT NEEDED TO COMPLETE THIS PROJECT SHOULD BIDS GO OVER \$1,048,640. WE ARE CURRENTLY ESTIMATED TO GO OVER BUDGET BY \$8262

J-6 SUBJECT: DISCUSSION/ACTION: UPGRADE CONFERENCE ROOM TO BE USED AS A MULTI USE AREA - EMPLOYEE BREAKROOM & STORAGE

1. AUTHORIZE THE CPO THE EXPENDITURE FOR CABINETS/SINK AT THE HOME DEPOT
2. APPROVAL TO UTILIZE REMAINING FUNDS TO REDO THE SOUTH CONFERENCE ROOM WALL

J-7 SUBJECT: DISCUSSION/ACTION: BACKFLOW PREVENTION ASSEMBLY TESTER CERTIFICATION

1. APPROVE IN-HOUSE BACKFLOW ASSEMBLY TESTER
2. AUTHORIZE THE GENERAL MANAGER AND CPO TO BUDGET THE CERTIFICATION FEES INTO THE 2019-20 FISCAL YEAR BUDGET

J-8 SUBJECT: DISCUSSION/ACTION: WASTEWATER TREATMENT PLANT – 4” ELECTROMAGNETIC FLOW METERS.

1. Authorize the CPO the expenditure of 4” electromagnetic meters
2. Approve from either quote - option 1 or 2

Option 1: ABB brand meter in the amount of \$3,757_(est. tax and shipping not included)
Not to exceed in the amount of \$4166

Option 2: Khrono brand meter in the amount of \$2,387.74 (est. shipping not included)
Not to exceed in the amount of \$2700

J-9 SUBJECT: DISCUSSION/ACTION: WATER TREATMENT PLANT – LATERAL UNDERDRAIN FILTERS FROM WESTECH

1. AUTHORIZE THE CPO FOR THE PURCHASE OF UP TO (12) WATER TREATMENT LATERALS
2. APPROVE THE EXPENDITURE NOT TO EXCEED IN THE AMOUNT OF \$18,000

I.**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 as permissible CLOSED SESSION subjects will be discussed. They are as follows:

I-32. CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Section: §54956.8)

Property: 1826 W. Park Street, and Parcel Number 051-192-001

Agency Negotiator: District Legal Counsel

Negotiating Parties: County of Imperial, Mr. Tony Rouhoutas, and CEO.

Under Negotiation: Price and Terms of Lapsed Lease Agreement and the related issue

I-33. CONFERENCE WITH LABOR NEGOTIATORS (Section: §54957.6) `

Agency designated representatives: Ad-Hoc Committee, Directors Hill and Grima

Employee organization: Teamsters Union Local 542

I-34. CONFERENCE WITH LEGAL COUNSEL – INITIATION OF LITIGATION

Pursuant to paragraph (4) of subdivision (d) of Government Code Section § 54956.9 (one potential cases)

J. ANNOUNCEMENTS:

- J. 1. Board of Supervisors meets Tuesday on December 11th at 9:30 and December 18th at 10:45 Movaccan Appeals Meeting (open session) at 940 W. Main St.
2. CSDA Newsletter: www.csda.net

NEXT BOARD MEMBER REGULAR MEETING: MONDAY, January 14, 2018 at 6:45 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.

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



12/6/2018

Attention: Miriam Rosales, SCWD General Manager

RE: November 2018 CPO Report

Wastewater Treatment Plant:

Keeping with the trend of reporting 2 months behind for wastewater discharge updates (mirroring reporting periods and lab result turn-around times) I would like to inform you that we have no WWTP discharge violations to report for the month of October. There have been plugs in the Clemson ponds requiring operator time and attention to resolve. This problem is a recurring one. We are experimenting with ways to more thoroughly unplug the line between the ponds.

We are presenting two quotes for Board approval to replace the effluent line flow meter. We are currently using a temporary turbine meter.

Water Treatment Plant:

No violations to report. 3 samples (THM, HAA, TOC, and Aluminum/Iron) are still pending.

Backwash recovery basin submersible pump failed and was taken to West 80 Electric for repairs. Unit 1 is offline due to issues ("boil") observed during filter air scour. Unit is being dismantled to remove and inspect underdrain laterals for cracks, warping, any other abnormal conditions. There is a quote from manufacturer to replace damaged laterals. Exact number of damaged laterals is not yet known.

Distribution System:

We have received all backflow device tests except for two (RV Park and our own 4" device that failed its initial test) We are presenting a quote for repair and retest of the device.

Leak on 4" water main caused by tree root was resolved using full circle clamp.

We had a total of 16 frozen meters discovered during the November meter read cycle. Those are being changed out to Kamstrup meters.

A handwritten signature in black ink, appearing to read "Aaron Garcia".

Aaron Garcia
Chief Operator

Attachments:

Running Violation List
Monthly Expenditure Log
Fuel by Truck Log
Dump Station Trends

A handwritten "G-1" enclosed within a hand-drawn circle.

SEELEY COUNTY WATER DISTRICT

1898 West Main Street (P.O. Box 161) Seeley, CA 92273

Telephone: 760.352.6612 Facsimile: 760.352.0589



Board President: Keith Baird

Board Members: Jason Grima, Esteban Jaramillo, Leslie Hill, Donald Murphy

Wastewater Treatment Plant Discharge Violations under 2017-2022 NPDES Permit

December 2017

- Copper: 162.1ug/l
 - Daily Maximum: 162.1 ug/l
 - Daily Maximum: 0.338 lbs/day
 - 30 day Average: 162.1 ug/l
 - 30 day Average: 0.338 lbs/day

January 2018

- Copper: 104.2ug/l
 - Daily Maximum: 104 ug/l
 - Daily maximum: 0.217 lbs/day
 - 30 day Average: 104 ug/l
 - 30 day Average: 0.217 lbs/day
- Enterococci: 110 MPN/100 ml

February 2018

- Copper: 71.5ug/l
 - Daily Maximum: 71.5 ug/l
 - Daily Maximum: 0.149 lbs/day
 - 30 day Average: 71.5 ug/l
 - 30 day Average: 0.149 lbs/day

March 2018

- Copper: 89.49ug/l
 - Daily Maximum: 89.49ug/l
 - Daily Maximum: 0.187 lbs/day
 - 30 Day Average: 89.49ug/l
 - 30 Day Average: 0.17 lbs/day
- Cyanide: 8 ug/l

April 2018

- Cyanide: 6 ug/l

May 2018

- No Violations

June 2018

- No Violations

July 2018

- Cyanide: 9 ug/l
 - Maximum Daily: 9 ug/l
 - 30 day Average: 9 ug/l

6-1

August 2018

- Copper: 44.7 ug/l
-anticipating 3 total copper violations

September 2018

- No Violations

October 2018

- No Violations

November 2018

- Pending Lab

Date	Vendor	Amount Spent	Description/Reason	Fund Source	Book keeping Code	Item #	Demands to be Paid	Invoice/Order #	P.O.
11.05.18	Ferguson	\$26.00	See Note [1]	Nov E.	Supplies:Water Dist.			6776444	11518GP
11.6.18	Lowes	\$46.21	See Note [2]	Nov E.	MR: WW/Office			2538902	
11.06.18	O'reilly's	\$18.62	See Note	Nov E.	Supplies Water		11/14/2018	2687-154503	11618gp
11.08.18	JFlow	\$10,799.68	See Note [3]	Budgeted Item					
11.13.18	West 80 Electric	\$1,150.27	See Note [4]	Nov E.	MR:Water			22828	
11.15.18	Lowes	\$116.56	See Note [5]	Nov E.	Supplies			88313417	
11.15.18	Ferguson	\$63.00	See Note [6]	Nov E.	MR: Water			882242	
11.16.18	Core & Main	\$341.54	See Note [7]	Nov E.	Supplies			8975736	
11.20.18	Taylor Security	\$142.00	See Note [8]	Nov E.	Supplies Water Dist.			#W57431	
11.20.18	Lowes	\$10.03	See Note	Nov E.	Supplies W/WWW			88756885	
11.26.18	Lowes	\$10.26	See Note	Nov E.	Supplies W/ WWW			10267378	
11.27.18	Vistaprint	\$54.89	See Note [9]	Board approved	Office supplies	18		P9LFX-25A94-9L9	
11.27.18	Vistaprint	\$22.62	See Note [10]	Board approved	Office supplies	18		ZK35Z-25A95-7M2	
11.28.18	Brenntag	\$1,145.12	See Note [11]	Board approved		F-4			

Total	\$13,946.80
Emergency	
Funds:	\$1,924.49
Previously Approved	\$12,022.31

TOTAL

Acct#8195

1-5

G-1

[1] 50 Meter gaskets
1 White paint marker

[2] 3 A/c filters
Hedge Clippers
Chemical sprayer

[3] Purchase of 30 Kamstrup meters

[4] Failed WTP Decant pump repair/rebuild

[5] 6 Bags of lime for the dump station.
Rubber boots for Gary
Black tape

[6] 1 Ball valve for chlorine tank
2 ten mil pipe wrap tape
3 pvc coupling
3 pvc flanges

[7] Repair clamp for water leak at 1880 drew rd.

[8] Meters locks

[9] Business cards for the board, approved on board meeting of 11.10.18

[10] Business cards for Miriam approved on board meeting of 11.10.18

[11] C12 purchase for WTP

Driver	Vehicle	Date	Cost	Odometer New	Odometer Old	Gallons Purchased	Miles between refuels	Notes
GLT		5	\$83.34	15345	15188	23.75	157	
GP		2	\$22.00	43795	43722	6.36	73	
								3.500 Gallons for truck 2 and 9 Gallons for gas cans
GP		2	\$43.24	43863	43795	12.5	68	
JM		4	\$74.68	71286	70999	21.908	287	5 gallons in a gas can
GLT		5	\$81.85	15475	15345	24.01	130	
AG		3	\$54.54	3826	3194	16.238	632	
Gustavo		2	\$34.04	43978	43795	10.135	183	
AR		1	\$35	48547	48381	10.739	166	

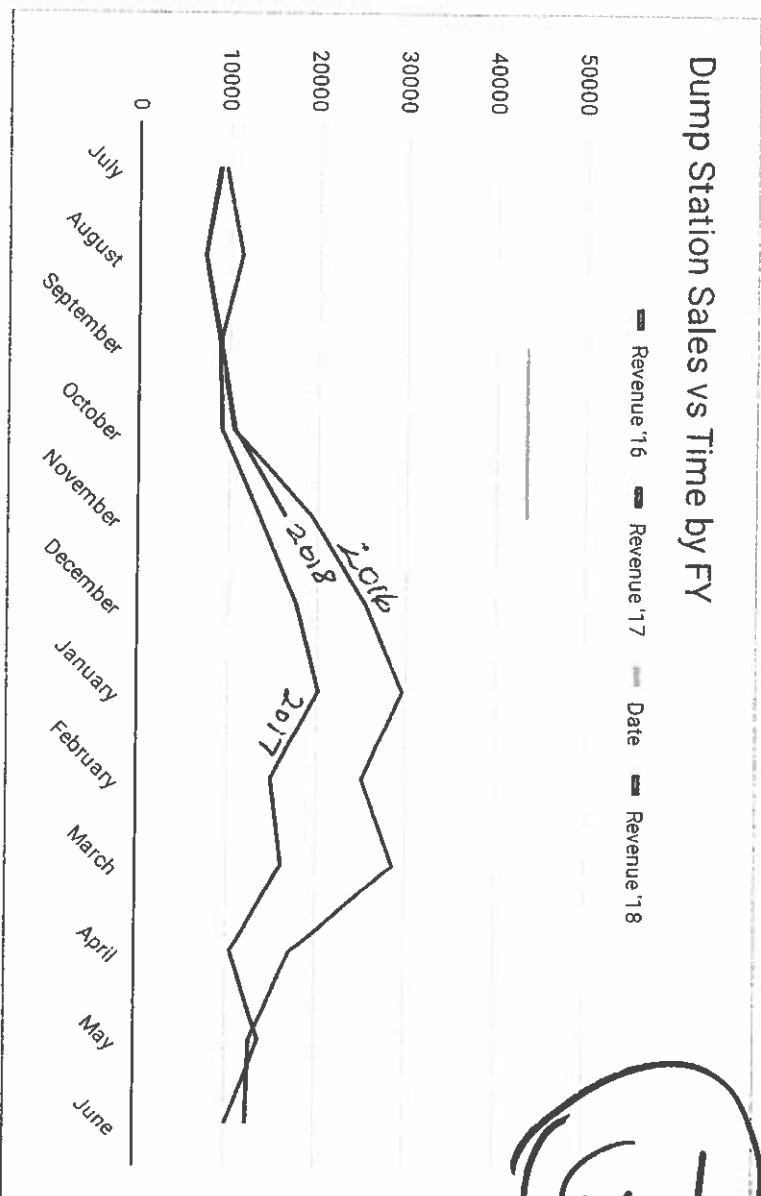
Total Fuel Expense	\$428.69
--------------------	----------

15

Dump Station Trends

All FY graphed

Date	Revenue '16	Gallons (rounded)
July	\$9,624.15	106,935
August	\$11,459.25	127,325
September	\$9,048.60	100,540
October	\$10,636.20	118,180
November	\$19,506.15	216,735
December	\$25,536.60	283,740
January	\$29,681.10	329,790
February	\$25,199.10	279,990
March	\$28,684.80	318,720
April	\$17,284.50	192,050
May	\$12,811.50	142,350
June	\$12,518.35	139,093
Date	Revenue '17	Gallons (rounded)
July	\$8,918.10	99,090
August	\$7,296.30	81,070
September	\$9,016.60	100,184
October	\$9,292.00	103,244
November	\$13,583.00	150,922
December	\$17,753.40	197,260
January	\$20,275.20	225,280
February	\$14,997.60	166,640
March	\$16,221.15	180,235
April	\$10,605.60	117,840
May	\$13,844.25	153,825
June	\$10,155.60	112,840
Date	Revenue '18	Gallons (rounded)
July	\$9,092.70	101,030
August	\$7,319.70	81,330
September 2018	\$9,153.60	76,280
October 2018	10,789.20	89,910
November 2018	16,508.40	137,570



SEELEY COUNTY WATER DISTRICT

1898 West Main Street (P.O. Box 161) Seeley, CA 92273

Telephone: 760.352.6612 Facsimile: 760.352.0589



Board President: Keith Baird

Board Members: Jason Grima, Esteban Jaramillo, Leslie Hill, Donald Murphy

ADMINISTRATIVE GENERAL MANAGER & SECRETARY OF THE BOARD REPORT

TO: THE BOARD OF DIRECTORS

For: *Regular Board Meeting*

Date: *December 10, 2018*

Financial Auditor Visit

The auditor was at our office performing their field review, Auditor started November 5th, and the audit will soon be completed. This is part of our annual audit process.

WWTP Improvement Project – Financial Assistance Application

Hazen submitted Titles 1 – 7 see page 2 of attachment. This is for financial assistance to the State Water Resources Control Board on November 15th, I created an id through FASST and successfully submitted application for the RFP: Clean Water State Revolving Fund (CWSRF).

IID Local Entity Grant

I am writing a quarterly report on our progress and will submit it to the IID by this week or next.

UBmax

Data transfer has been completed as of December 7th. We are awaiting to hear from a technician, who will assist with the setup of the programing on our computers.

HR Consulting Service – Rick Johnson

The employee handbook is about half-way completed, Mr. Johnson has added an "at will" statement along with a sign-off page. He is also adding a more detailed harassment policy since the District will be more accountable for their actions and training responsibilities commencing in 2019 and 2020. He is further researching some missing protected leaves... which may or may not apply due to our size.

Public Hearing –

A continuance of public hearing regarding developer fees is to be moved to the February 11, 2019 board meeting. Respective parties has been informed.

CR&R

CR&R and County Public Works are hosting a clean-up day December 15, 2018. Time: 7 am – 12 pm

Flooding

Aaron called Imperial County Public Work regarding the flooding throughout Seeley& they took care of flooding in the school and some flooding issues in front of a customer's home. Aaron also took some pictures of areas of concern and due to some manholes that were underwater.

SEELEY COUNTY WATER DISTRICT

1898 West Main Street (P.O. Box 161) Seeley, CA 92273

Telephone: 760.352.6612 Facsimile: 760.352.0589



Board President: Keith Baird

Board Members: Jason Grima, Esteban Jaramillo, Leslie Hill, Donald Murphy

Ocotillo Wind Project Grant – Robert Bates Park

No update

Kimley Horn - Robert Bates Memorial Park Improvements

Kimley Horn the design team for Bates Park are finalizing phase 1 scope/fee. They have been coordinating with the county to make sure they don't miss something with their submittal requirements in our scope. Kimley-Horn should have phase one scope/fee and final cost estimate to us very soon. Kimley will be delivering full size 30"x 42" mounted graphic boards for the master plan of the park, he'll stop by on his next visit. The funding for the park master plan and design was made possible by the IID's Local Entity Grant Funding.

Kimley Horn Consulting Services - Prop 68 Funding Programs 2019

The Bates Park Improvements meets the eligibility requirements and it meets many of the competitive priorities. 1. Less than 3 acres of parkland per 1000 residents or 2. Median household income below \$51,026. The two funding programs Kimley Horn had in mind for Bates Park are 1. Cal Natural Resources Urban Greening 2. Cal Parks Statewide Park Development. The Cal Park Grant application guide is online, maximum request is \$8.5M, minimum request is \$200K, and the applications are due in the summer of 2019. And awards are announced in the winter of 2019. Because we Kimley's services to secure grant are anywhere from \$10-15k, and they would invoice for services rendered in April 2019. The amount of the grant we would

Old Business:

Per Gal Rate Increase November update

District increased the per. gallon rate in August of 2018, and I was due to report our dumper business in November. We currently have 16 active dumper accounts, about 137,570 gallons of septic waste was discharged, and our revenue for the month was \$16,508.40. In the same month in 2017 we had 14 active accounts and 150,925 gallons of septic waste were discharged, our revenue was \$13,583.25. November was the determining month in which we would know if increase

2017	2018	
\$13,583.25	\$16,508.40	22%

affected our dumper business, as it is there was an increase of 22%.



FINANCIAL ASSISTANCE

APPLICATION SUBMIT

Print Application

Pin No: 42995 - Wastewater Treatment Plant Improvements - SUBMITTED

Application Overview

RFP Title: Clean Water State Revolving Fund (CWSRF) - Planning

Submitting Organization: Seeley County Water District

Submitting Organization:

Division:

Project Title: Wastewater Treatment Plant Improvements

Project Description:

The project will include the planning, permitting, and design of the improvements at the existing wastewater treatment plant for the District. The existing 0.25 MG plant is exceeding its discharge effluent requirements and has received a notice of noncompliance from the Colorado River Basin State Water Resource Control Board for free cyanide, copper, biochemical oxygen demand (BOD), Enterococci, and free coliforms dated August 8, 2017. The District continues to be fined by the Board each month for these violations. The project will address the issues associated with process by evaluating the necessary improvements in a preliminary engineering report, CEQA (Negative Declaration), and Design.

Water System ID:

District Office:

APPLICANT DETAILS

Applicant Organization: Seeley County Water District

Applicant Organization:

Division:

Applicant Address:

Applicant Address:

Applicant Address: 1898 W Main St , Seeley , CA - 92243

Address:

PROJECT LOCATION

Latitude : 32.794340

Longitude: -115.699990

Watershed: Colorado River

County: Imperial

Responsible Regional Water Board: 7 Colorado River Basin Regional Water Board

G-3

Funding Program	Applied	Amount Recommended by State Water Board
CWSRF Financial Assistance Application (Planning)	Yes	\$0.00


Applicant Information

Name: Seeley County Water District
Division:
Address: 1898 W Main St Seeley, CA , 92243
Federal DUNS Number:
Tax ID:

Person Submitting Information

Submitter Name: Miriam Rosales
Submitter: 760-425-0041
Phone:
Submitter: 760-352-0589
Fax:
Submitter Email: mrosales@seeleywaterdistrict.com
Email:

Pre Submission Attachment Title	Phase	Submission Period	Date & Time
<u>1 - Plan of Study Seeley County WD WWTP Improvements</u>	PHASE1	PRE SUBMISSION	11/1/2018 3:22:23 PM
<u>2 - Certificate of Compliance SCWD</u>	PHASE1	PRE SUBMISSION	11/1/2018 3:24:15 PM
<u>3 - Colorado River Basin RWQCB Notice</u>	PHASE1	PRE SUBMISSION	11/15/2018 3:18:27 PM
<u>3 - Seeley County WD Discharge Permit R7-2012-0011</u>	PHASE1	PRE SUBMISSION	11/15/2018 3:23:11 PM
<u>4 - Resolution 111218-01 CWSRF Authorization</u>	PHASE1	PRE SUBMISSION	11/15/2018 3:15:48 PM
<u>6 - Audited Financial Statements FY16-17</u>	PHASE1	PRE SUBMISSION	11/15/2018 3:13:33 PM
<u>7 - Seely Rate Adoption</u>	PHASE1	PRE SUBMISSION	11/5/2018 8:51:37 AM
<u>Planning Application - Seeley County WWTP Improvements</u>	PHASE1	PRE SUBMISSION	11/1/2018 3:27:13 PM

Download all Pre Submission Attachments 

Post Submission Attachment Title	Phase	Date & Time Attached
No Post Submission Attachments Available to Display		

Post Award Attachment Title	Phase	Date & Time Attached
No Post Award Attachments Available to Display		

Certification And Submission Statement

Please read before signing and submitting application.

I certify under penalty of perjury:

- The information entered on behalf of Applicant Organization is true and complete to the best of my knowledge,

G-3

- I am an employee of or a consultant for the Applicant Organization authorized to submit the application on behalf of the Applicant Organization; and
- I understand that any false, incomplete or incorrect statements may result in the disqualification of this application.

By signing this application, I waive any and all rights to privacy and confidentiality of the proposal on behalf of the applicant, to the extent provided in this RFP.

Submission By: mrosales

Submitter Initials: MR
PM

Submission Date: 11/15/2018 4:13:15

G-3

Community Clean-up Event

Date: December 15, 2018

7:00 AM until 12:00 NOON

Robert Bates Memorial Park -1826 park St.

Seeley, CA 92273

What items may I take to the drop-off location?

Furniture:

Sofa beds, couches, tables, chairs, mattresses, box springs, patio furniture, etc.

No Commercial Type loads

Yard Waste:

Grass clippings, tree trimmings and branches.

Large Appliances:

Washing machines, dryers, refrigerators, stoves, water heaters, etc.

E-Waste:

Televisions, computers/laptops, microwaves, printers, copiers, fax machines.

Used Oil:

Any household used motor oil

This event is provided for Imperial County residential customers only; you must show **proof of residency** (**drivers' license & utility bill**). No businesses and no commercial dumping.

Free Collection of Automobile Tires.

Please Note: You may dispose of no more than nine (9) tires without a transportation waiver from Environmental Health. Passenger, light duty truck tires and rims accepted.

CR&R
I N C O R P O R A T E D

environmental services
the face of a greener generation

Toll-free (877) 482-5656 • www.crrwasteservices.com

G-3



Seeley Prop 68 Grant Funds

41 messages

Kopff, Randall <Randall.Kopff@kimley-horn.com>
To: Miriam Rosales <mrosales@seeleywaterdistrict.com>

Thu, Oct 11, 2018 at 6:04 PM

Miriam,

Based on my conversation with our Grant Writing Specialists, they think the Park could be very competitive in a number of Prop 68 Funding Programs coming up in 2019. The two programs they had in mind for the park are

1. *Cal Natural Resources Urban Greening*
2. *Cal Parks Statewide Park Development and Community Revitalization Program*

They also think that a new project along the river could be competitive in Urban Greening or the Urban Stormwater & Waterways category.

They were also able to research the Cal Parks Grant and found the draft application guide online. Here are the highlights:

1. *Maximum request \$8.5M, Minimum request \$200K*
2. *No match required*
3. *Timeline – Applications due Summer 2019, Awards announced Winter 2019*
4. *Looks like the project meets the eligibility requirements and they will meet many of the competitive priorities.*

Eligible Sites:

1. *Less than 3 acres of parkland per 1,000 residents.*

OR

2. *Median Household Income below \$51,026*

G-3

Also See attached, according to community factfinder, you have 0 acres of park per resident according to Community Factfinder so they aren't counting the existing Bates Park as a park. This means they you will get the maximum number of points in the Critical Lack of Park Space Category and may fall in the

“create a new park” category which also helps maximize points for “project type”. It will be important to understand what qualifies as an existing park. **You may want to inquire about this as it could change their scoring, regardless you are eligible based on the MHI.**

Lastly, Here is a schedule for application review sessions and public hearings. They will also have Application workshops in early 2019 once the guidelines are finalized, which may make more sense to apply after they have been finalized.

A few areas where you might want to focus between now and summer that will make you more competitive:


- Will at least 20 residents receive meaningful employment or volunteer learning opportunities?
- Project involves **three** partners, including health organization?
- Project will include seven techniques for conservation and “place-making”, or SITES, or LEED certification?
- CEQA Analysis is complete? Or will be complete within approximately three months from application due date?

We've been successful with a number of Urban Greening Applications recently. If the concept and public outreach have already been completed (which they have in the case of Bates Park), we typically charge \$10-15k to complete an application. If we are preparing new concept plans and attending outreach meetings (which would likely be required for a river pathway/park), I expect our fees to be in the \$20K range. Lastly for your reference, I have attached a full list of grants we have helped National City, CA with since 2012, you can see the grants we won and lost. While our 'hit rate' with National City is higher than normal, we typically find that we get about 50% of the grants we pursue.

If you want to discuss further, let me know and I can set up a call for you to ask specific questions of our grant specialists.

randall

4 attachments

 Seeley, CFF_report.pdf
85K

 ATT00001.htm
1K

 National City_Grant Llist.pdf
8K

 ATT00002.htm
7K

5-3

VENDOR	AMOUNT	PURPOSE	CLASS	ACCT	Month
Keith Baird	\$600.00	11/14 Regular Board Mtg: \$100; [11/14 Pre-Approved 4 Admin Days @ BM District Business \$300; 11/15-County Meetings The Holt Group CDBG \$100 /SignChecks (4x's). 2nd Mtg 11/30 & Conference All 12/4-The Holt Group/County CDBG \$100	WWD	Director Fees	
Jason Grima	\$100.00	11/14 Regular Board Meeting: \$100;	WWD	Director Fees	
Esteban Jaramillo	\$100.00	11/14 Regular Board Meeting: \$100;	WWD	Director Fees	
Leslie Hill	\$100.00	11/14 Regular Board Meeting: \$100;	WWD	Director Fees	
Donald Murphy	\$100.00	11/14 Regular Board Meeting: \$100;	WWD	Director Fees	
John H. Kemp	\$500.00	Invoice NOV 2018 (prof. consulting services for Compliance Project)	Sewer	State Compliance (ACL) R7-2017-0040	
US Postal Service	\$300.00	Four (6) rolls of stamps for Postal Service #NOV (price of stamps rose up to \$.50 from \$.46)	WWD	Postage	
Aramark	\$241.72	Acct# 792568243 11/5 #858 \$60.43, 11/12 #721 \$60.43, 11/19 #590 \$60.43, 11/26 #955	WWD	Employee: Uniforms	
ATS Laboratories	\$232.00	Inv 18-3684 11/12 [bac, potable, e-coli]	Water	Lab	
ATS Laboratories	\$195.00	Inv. 18-3745 11/14 [organic carbon]	Water	Lab	
ATS Laboratories	\$152.00	Inv. 18-3268 10/11 [bac, potable, raw, ecoli]	Water	Lab	
ATS Laboratories	\$152.00	Inv. 18-3248 10/11 [bac, potable, bac raw, ecoli]	Water	Lab	
ATS Laboratories	\$900.00	Inv. 18-3609 [copper, lead] tri-annual water (next testing cycle Sept 2021 (resubmit invoice due to typo It should have been \$1000	Water	Lab	
Brenntag	\$1,282.26	Invoice BPI 897706 cust. #186594 Chlorine for WTP. Desinfection of water	Water	Supplies: Water Plant	
Core & Main	\$359.66	Invoice JB20243 acd #091272 [4x12 full circle clamp]	Water	Repair/Maintenance: Water Plant	
Dig Alert	\$3.30	Inv. 1120180647 Member Code: SEC01	Water	Alert Services	
Ferguson Enterprises, Inc	\$96.76	Inv. 6822242, Inv. 6776444 Customer #18142 [1 pvc, wtr pipe tape, pvc coup]	Water	Supplies: Water	
George J. Woo, CPA	\$4,000.00	11/28 [1st progress billing-financial audit]	WWD	Prof/Special Services	
IC Air Pollution Control District	\$191.00	Permit type: open burn 2019 apod permit renewal fee	WWD	Permit Fees-burn/vair pollution	
IC Air Pollution Control District	\$191.00	Permit type: combustion 2019 apod permit renewal fee	WWD	Permit Fees-combustion/air pollution	
Imperial Valley Environmental Lab	\$3,615.00	Inv. 9683, 12/3 [cyanide, copper, mercury, bod, ecoli, fecal, micro]	Sewer	State Compliance (ACL) R7-2017-0040	
La Brucherie Irrigation Supply	\$79.76	Inv. 161631c, 165114c [floatvalve backwash well]	Sewer	Supplies: Sewer	
Lowes	\$568.76	Acct 9800 640995 1 various supplies for repairs	WWD	Supplies: WWD	
PepBoys	\$152.87	Inv. 1271.1306.1339.1345 repair and maintenance wk trucks	WWD	Repair/Maintenance: Auto	
Rexel	\$118.34	Inv. s122975155.001 acct#610768 [decon pond]	Water	Repair/Maintenance: Water	
Union Bank	\$428.75	Account#8195 Statement 10/29-11/29 [\$142.20 water mtr locks Amazon [diamond gloves heavy duty] Total \$209.04 routine ops supplies Vistapr \$77.51 business cards/BM Account#8373 Statement 10/29-11/29; My Fax Services \$10, Intuit Payroll \$51, Intuit QB Online \$75.00, PDFfiller annual sub \$72 USPS certified mail \$7 [union bank original documents]	WWD	Supplies: Water	
Union Bank	\$215.00		WWD	Supplies: WWD	
Verizon	\$788.29	Inv. 981 9170902 Acct 24206567 (my notes: - [1 active mifi device-request to deactivate 11/7/18 760 3369321] not deactivated sending a 2nd request 12/10)	WWD	Dues/Subscriptions	
Valley Pest Services, Inc	\$68.00	Invoice 22911 water - plant office \$30 sewer - plant office \$38	WWD	Postage	
West 80 electric	\$1,150.27	Inv. 22828 repair 5 hp submer. pump-decant pond	WWD	Telephone Expense	
Staples	\$26.40	Acct 6011 1000 2125 037 front/back office supplies)	WWD	Prof./Special Services: water & sewer	
Sharp Sanitation	\$200.65	Inv. 017633-c 11/15- skid unit w/1103w \$100.65 \$100.00	Water	Repair/Maintenance: water	
State Water Resources Control Board	\$1,566.40	Inv. EW-1018474 enforcement activities: citation no 05-14-18C-005	Sewer	Supplies: Admin Office	
SWRCB	\$3,070.00	Inv. WD-0143422 [annual permit fee sec. 13260 & 13269 facility: wwtp	WWD	Supplies: Operator Office	
SWRCB	\$2,286.00	Inv. WD-0141414 [annual permit fee facility: water plant	Water	Prof./Special Services: water	
Sellers Petroleum	\$427.62	Invoice CL 01287-IN Acct #6677 [fuel oct: total miles 192.535]	Sewer	Prof./Special Service: sewer	
			Sewer	Fees-Permits/Certification/Fines	
			Water	Fees-Permits/Certification/Fines	
			WWD	Fuel	

Nancy Obeso	\$49.05	Reimbursement Nov/Dec trips to /bank & bookkeeper (per IRS notice 2018-3) rate 54.5 per mile	WWD	Reimbursement: Mileage-Fuel
General Fund	\$24,607.86	Above demands approved by the Board at the December 10, 2018		
CI / Dumpster Fund/Approved Agenda Items	\$2,470.00			
Total	\$27,077.86			
		Administrative General Manager & Secretary of the Board		
		Board President		

H-1

November 14, 2018

Demands - CI / Dumper #7754

VENDOR	AMOUNT	PURPOSE	ACCT
1			
2			
3 Hazen	\$2,470.00	Invoice 20126-000-2 cwSRF planning application services for (WWTP improvements)	New project Reserve
4			
5			
6			
7			
8			

Total \$2,470.00

Above demands approved by the Board
November 14, 2018

PRESIDENT, Seeley County Water District

Administrative General Manager & Secretary of the Board

#1

2:24:54 PM

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



Board President: Keith Baird

Board Members: Jason Grima, Esteban Jaramillo, Leslie Hill, Donald Murphy

AGENDA MINUTES OF ADJOURNED REGULAR MEETING

Date: November 12, 2018, MONDAY Regular Meeting
 ADJOURNED TO NOVEMBER 14 OF 2018 - WEDNESDAY

Where: SCWD Office, 1898 W. Main Street, Seeley CA 92273

Time: 6:45 PM

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

A-1. Pledge of Allegiance

Pledge of Allegiance Led by Director Baird

A-2. Quorum - Roll Call

Director Grima
Director Hill
Director Jaramillo
Director Murphy
Director Baird

B. DISCUSSION OF AGENDA

B-1. Items to be pulled from the Action Calendar.

B-2. Items to be pulled from the Discussion Calendar.

B-3. Emergency Items to be added.

Director Hill made a motion to add one additional case to item H-3 under closed session. Seconded by Director Grima. Discussion of the Board and Public followed. The motion was taken to a roll call vote. The motion carried with all members voting in the affirmative.

Director Grima	yes
Director Hill	yes
Director Jaramillo	yes
Director Murphy	yes
Director Baird	yes

H-2

B-4. Approval of the agenda.

Director Hill made a motion to accept the Agenda. Seconded by Director Grima. Discussion of the Board and Public followed. The motion carried with all members voting in the affirmative.

Present:

Administrative General Mgr. & Secretary of the Board Miriam Rosales, Aaron Garcia, CPO, Consultant John Kemp, General Counsel Dennis Morita.

Other members of the Public:

Nancy Obeso, Nadia Rosas various other public members in attendance

C. BOARD MEMBER REPORTS AND ANNOUNCEMENTS.

Director Grima attended a meeting at the County Administration Center at 940 Main Street, El Centro regarding the proposed general plan to amend facility from heavy agriculture to medium industrial at the existing 28,000 square foot building (formally the silver ridge cheese factory site)

D. PUBLIC APPEARANCES

D-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.

Owner Richard Vanleewen, 1000 Jessup Rd – a non-resident of Seeley. Needs potable water as required by the County, SCWD is the nearest location of that water source for the cultivation of cannabis as required by the County. The amount of 6000 – 12,000 gallons of potable water will be needed. The target city of the cultivated cannabis is for the City of Los Angeles and not the Imperial Valley. Owner requested a "Will Serve" or letter from SCWD. Letter to be placed in December Agenda.

Elsa Wood, 1728 W Evan Hewes Hwy a resident of Seeley reported to the IID lighting department about 5 lights out in her area. There has been no response since she made contact back in March/April.

D-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.

No public comments

H-2

E. REPORTS

E-1. Engineer's Report: Wastewater Improvement Project

E-2. November 8th - Meeting with the Holt Group and the County – Jade Padilla and Alejandra Camarero – Mr. Kemp, Director Baird and General Manager in attendance – Further information will be provided after The Holt Group updates cost for the project. Next meeting set for November 29th.

E-3. There were a few issues with the Water Treatment Plant's TTHM System's flowmeters, but they (THG) were sent to the manufacturer for diagnose and replacement.

E-4. Administrative General Manager and Secretary Report - Correspondence

E-6. Payroll summary

E-7. Financial Reports – As of Friday November 8, 2018 all Documents have been processed by Union Bank. We are awaiting to hear from the online access team to grant Attorney's Bookkeeping Services and General Manager online access.

E-8. Chief Operators Report – Water & Wastewater Treatment Plant Reports

E-9. Violations

E-10. Monthly Expenditures

E-11. Laboratory Results

E-12. Dumper Station

F. 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. Consideration separately.

F-1. Demands (Accounts Payable)

F-2. Approval of Minutes: 1. REGULAR MEETING: October 8, 2018
2. ADJOURNED REGULAR MEETING: October 15, 2018

F-3. Authorize 4 Administrative days for the President of the Board for the month of OCTOBER 2018.

F-4. Approval of the purchase of Sodium Hypochlorite for Water Treatment Plant from Brenntag Co. for a total cost not to exceed in the amount of \$1,145.12 (tax and freight included).

F-5. Approval of purchase of routine office supplies (paper, stamps and cleaning supplies for office (envelopes, copy paper, toner for printers and copier, toilet paper, paper towels, eight rolls of postage stamps, cleaning liquid, trash liners/bags, dish soap, bathroom cleaner, disposable

H-2

water/coffee cups) not to exceed \$750.00 – office supply expense {Sparkllets drinking water service \$71.91- office expense} [\$400 for stamps alone – postage and freight expenses].

F-6. Approval of Purchase of 30 Kamstrup water meters, we had a total of 39 Sensus direct read meters stop working in October. Total including tax and shipping not to exceed \$5893.34 *(Budgeted expense, to be charged to the new project reserve)*

F-7. Approval of purchase of sampler tubing for WWTP composite sampler maintenance. Total not to exceed \$156 (includes cost of est. tax and est. shipping *(Budgeted expense to be charged to the repair/maintenance sewer account)*)

Director Hill made a motion to approve items F-1 through F-7 as a block. Seconded by Director Murphy. Discussion of the Board and Public followed. The motion carried with all members voting in the affirmative.

G. DISCUSSION/ACTION

G-1. SUBJECT: DISCUSSION/ACTION: Authorizing the designees Administrative General Manager/Secretary of the Board-Miriam Rosales and/or President-Keith Baird to sign and file, a financial assistance application for a financing agreement between SCWD and State Water Resources Control Board for planning, design, and construction of the Wastewater Treatment Plant Improvements.

1. APPROVAL OF RESOLUTION No. 111218-01, AUTHORIZATING DESIGNEES TO REPRESENT THE ENTITY BETWEEN SCWD AND STATE WATER RESOURCES CONTROL BOARD.

Director Hill made a motion to approve resolution 111218-01. Seconded by Director Murphy. Discussion of the Board and Public followed. The motion carried with all members voting in the affirmative.

G-2. SUBJECT: DISCUSSION: Seeley Union Elementary Band
Board typically may accept a gift pertaining to leveling and material that is needed in the Leveling of the park by volunteers for Seeley School Band to March within the park. Place in the agenda in December for action. Volunteers may hold the District liable in case of accident or injury.

G-3. SUBJECT: DISCUSSION/ACTION: Administrative General Manager to add Chief Plant Operator/Operations Supervisor (Operation Managers) to the CNAsurety bonding policy #70912138. FISCAL IMPACT-None.

1. APPROVAL TO BOND OPERATION MANAGER(S) IN THE SAME AMOUNT AS OFFICE MANAGER IN THE AMOUNT OF \$25,000.

Director Hill made a motion to approve item G-3. Seconded by Director Jaramillo. Discussion of the Board and Public followed. The motion carried with all members voting in the affirmative.

G-4. SUBJECT: DISCUSSION/ACTION: Proposition 68 Bonds and Grant – Two (2) Grant Opportunities for Bates Park. (1) Cal Natural Resources Urban Greening (2) Cal Parks Statewide Park Development and Community Revitalization Program.

1. APPROVE OR DISAPPROVE KIMLEY-HORN TO APPLY FOR GRANTS ON BEHALF OF SCWD, TOTAL NOT TO EXCEED IN THE AMOUNT OF \$10-\$15 THOUSAND.

H-2

2. APPROVE OR DISAPPROVE SCWD STAFF TO ATTEND GRANT WRITING SESSIONS AND TO APPLY FOR GRANTS.

Director Hill made a motion to table item G-4. Seconded by Director Grima. Discussion of the Board and Public followed. The motion carried with all members voting in the affirmative.

G-5. SUBJECT: DISCUSSION/ACTION: Rental of equipment- Boom Rough Terrian from EmpireCAT for the replacement of lights at the water plant and trimming of palm trees.

1. AUTHORIZE RENTAL OF EQUIPMENT FOR MAINTANENCE. TOTAL NOT TO EXCEED IN THE AMOUNT OF \$504.73

Director Hill made a motion to approve item G-5 with insurance. Seconded by Director Murphy. Discussion of the Board and Public followed. The motion carried with all members voting in the affirmative.

G-6. SUBJECT: DISCUSSION/ACTION: Purchase of Two (2) Dell desktop computer(s) - Four (4) monitor(s) and One (1) laptop as allocated in the 2018-2019 budget.

1. AUTHORIZE THE ADMINISTRATIVE GENERAL MANAGER OF THE EXPENDITURE OF FUNDS NOT TO EXCEED IN THE AMOUNT OF \$3000.

(Budgeted expense, to be charged to equipment replacement reserve)

Director Hill made a motion to approve the purchase item G-6. Seconded by Director Grima. Discussion of the Board and Public followed. The motion carried with all members voting in the affirmative.

G-7. SUBJECT: DISCUSSION/ACTION: Required Annual Testing by Certified Tech of BACKFLOW DEVICES; (2) Devices at the WASTEWATER PLANT AND (1) Device at the WATER TREATMENT PLANT. APPROVE ONE QUOTE. *Quote does not cover repairs, if they are needed (Acct prof. /special services)*

1. H2O WATER TREATMENT SERVICES \$60 PER DEVICE. TOTAL NOT TO EXCEED \$180.
NOTE: TESTER WILL TEST 4" FOR FREE AS INCENTIVE TO HAVE US AS A CUSTOMER
2. APPLIED WATER SCIENCE SOLUTIONS \$50 PER DEVICE. TOTAL TO NOT EXCEED \$150
3. ZAMORRA'S BACKFLOW TESTING \$60 PER DEVICE. TOTAL NOT TO EXCEED \$180

Director Hill made a motion to approve item G-7 (1) a total not to exceed \$120. Seconded by Director Murphy. Discussion of the Board and Public followed. The motion carried with all members voting in the affirmative.

G-8. SUBJECT: DISCUSSION/ACTION: Waterplant Carport Site Change – alternate option

1. AUTHORIZE CHULA VISTA ELECTRIC, MICHAEL DEGENER TO USE THE SMITH PROPERTY AS AN ALTERNATE OPTION IF THE SITE AT THE WATERPLANT PROVES TO BE DIFFICULT TO PREP FOR THE INSTALLATION OF THE CARPORT. SEE ATTACHMENT-B. ATTACHMENT-A, IS THE MAP FOR THE CARPORT AT THE ADMINISTRATION OFFICE
No action taken, discussion item only

H-2

Director Baird called for a (5) five minute breakout session.

Going into closed session 8:49 p.m.

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 as permissible CLOSED SESSION subjects will be discussed. They are as follows:

H-1. CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Section: §54956.8)

Property: 1826 W. Park Street, and Parcel Number 051-192-001

Agency Negotiator: District Legal Counsel

Negotiating Parties: County of Imperial, Mr. Tony Rouhoutas, and CEO.

Under Negotiation: Price and Terms of Lapsed Lease Agreement and the related issue

H-2. CONFERENCE WITH LABOR NEGOTIATORS (Section: §54957.6) `

Agency designated representatives: Ad-Hoc Committee, Directors Hill and Grima

Employee organization: Teamsters Union Local 542

H-3. CONFERENCE WITH LEGAL COUNSEL – INITIATION OF LITIGATION

Pursuant to paragraph (4) of subdivision (d) of Government Code Section § 54956.9 (one potential cases)

I. ANNOUNCEMENTS:

I. I-1. Board of Supervisors meets Tuesday on November 20th at 9:30 am
(open session) at 940 W. Main St.

I-2. CSDA Newsletter: www.csda.net

Meeting Adjourned 9:50

NEXT REGULAR BOARD MEETING: MONDAY, December 10, 2018 at 6:45 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.

GM Initials: _____

President Initials: _____

H-2



CHAT NOW

Now In: Please confirm your order

5 ORDER CONFIRMATION 6 ORDER COMPLETED

You are now ready to complete your order. Please review your order below, and then click the 'Place Order' button only once below to process your order...

[Place Order](#)

Billing Address:

Seeley County Water District
Seeley County Water District
Po Box 161
Seeley, CA 92273
UNITED STATES
760-352-6612

Shipping Address

[Change](#)
Seeley County Water District
SEELEY COUNTY WATER DISTRICT
1898 W MAIN ST
SEELEY, CA 92273
UNITED STATES

Payment Method:

Purchase Order #:Test

Order Summary

[To edit your order, click here](#)

Product	Quantity	SubTotal
LMI Repair Kit for Non-LiquiPro™ Pumps, SP-86 Item: 61017	1	\$150.00
Blue-White® FLEXFLO® A-100N Replacement Flex-A-Prene® (Norprene® / Tygon®) Tube Assembly, 3/8" OD Tube Conn., A1-6T Item: 85545	3	\$86.79
Replacement Desiccant Bag Refill Only, for MicroTOL 1,2,3 Item: 41483	2	\$115.90
USABlueBook Electrode Storage Solution, 1 L Item: 201441	1	\$42.95

Order Options

The Following Order Options Are Available:

Cost	Select
	Sub Total: \$395.64
Estimated Shipping: (UPS Ground)	\$23.49
Estimated Tax:	\$32.48
Estimated Total:	\$451.61

Order Notes

Enter any special instructions or notes about this order:

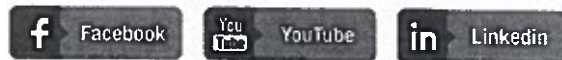
[Submit Notes](#)

[Place Order](#)

Our Business: Home | About Us | Careers | Catalog Request | Contact Us | Site Map

Resources: Terms & Conditions | Return Policy | Se habla español | World Service

My Account: Account Updates | Order Status | Order & Payment | Shipping & Delivery | Wish List | Help



Items sold by USABlueBook are intended for use only by professionals in the water and wastewater treatment industry. Many items sold by USABlueBook require supplemental training, licenses or permits for proper use and may be harmful if not used properly.
All content © copyright 2018 by HD Supply Facilities Maintenance Ltd., d/b/a/ USABlueBook.

H-7

Sch 80 PVC NIPPLES:

2 ea: $\frac{1}{2}$ " x close
 2 ea: $\frac{1}{2}$ " x 2"
 2 ea: $\frac{1}{2}$ " x 3"
 2 ea: $\frac{1}{2}$ " x 4"

$\frac{3}{4}$ " Sch 80 PVC NIPPLES:

2 ea: $\frac{3}{4}$ " x close
 2 ea: $\frac{3}{4}$ " x 3"
 2 ea: $\frac{3}{4}$ " x 4"

PVC UNIONS:

2 ea: $\frac{1}{2}$ " PVC UNIONS
 2 ea: 1" PVC UNION

PVC glue x glue 90° Elbows:

2 ea: $\frac{1}{2}$ " glue 90° Elbow

PVC glue x FIP 90° Elbow:

2 ea: $\frac{1}{2}$ " glue x FIP 90° Elbow
 2 ea: $\frac{3}{4}$ " glue x FIP 90° Elbow
 2 ea: 1" glue x FIP 90° Elbow

PVC Female Adapters (glue x FIP):

2 ea: $\frac{1}{2}$ " glue x FIP Adapter
 2 ea: $\frac{3}{4}$ " glue x FIP Adapter

Sch 80 PVC couplings

2 ea: $\frac{1}{2}$ " Sch 80 PVC coupling
 2 ea: 1" Sch 80 PVC coupling

20 FT - 3" Sch 80 PVC pipe
 3 ea - $\frac{3}{4}$ " tri-union ball val
 1 ea - $\frac{1}{2}$ " " " "

H-9

SEELEY COUNTY WATER DISTRICT

1898 West Main Street (P.O. Box 161) Seeley, CA 92273

Telephone: 760.352.6612 Facsimile: 760.352.0589



Board President: Keith Baird

Board Members: Jason Grima, Esteban Jaramillo, Leslie Hill, Donald Murphy

PUBLIC HEARING

PROPOSED DEVELOPMENT PROCESSING FEES

STAFF REPORT

AGENDA ITEM NO.

I - 1

TO: *Directors of the Seeley County Water District & Public*
FROM: *Administrative General Manager*
DATE: *December 10, 2018*
SUBJECT: *Continuance of Public Hearing on Proposed Development Processing Fees*

Background and Analysis:

On December 10 of 2018 the ("SCWD") Seeley County Water District noticed a public hearing regarding the adoption of a Resolution establishing development processing fees, due to further public inquiry into the fees, the SCWD requested that the Public Hearing be continued until February 11, 2018, at its Regular Board Meeting.

Before any work is performed the Developer may be required to make a deposit in order to pay for the cost of the review.

The minimum deposit for reviews shall be 1.5 percent of the estimated infrastructure construction cost.

The deposit for the construction inspection cost shall be prepared 2.5 percent of the approved estimated construction cost.

It will also include an administrative fee of 15 percent by SCWD established by the Administrative General Manager.

Recommendation:

Administrative General Manager/Secretary to the Board: Adopt Resolution

I-1

SEELEY COUNTY WATER DISTRICT

1898 West Main Street (P.O. Box 161) Seeley, CA 92273

Telephone: 760.352.6612 Facsimile: 760.352.0589

www.seeleywaterdistrict.com



RESOLUTION NO. 121018-01

RESOLUTION OF THE BOARD OF THE SEELEY COUNTY WATER DISTRICT, COUNTY OF IMPERIAL, STATE OF CALIFORNIA, ESTABLISHING FEES FOR REVIEW, PLAN CHECK, INSPECTION, AND RELATED ADMINISTRATIVE WORK OF SUBDIVISIONS, DEVELOPMENT PROJECTS AND PUBLIC IMPROVEMENTS WITHIN THE DISTRICT SERVICE AREA.

December 10, 2018

WHEREAS, Seeley County Water District ("SCWD") is informed that a residential development project ("Project") is contemplated to be constructed within the unincorporated area of the County of Imperial and within the sphere of influence of SCWD; and

WHEREAS, SCWD anticipates it will be called upon to provide potable water and wastewater service to the Project; and

WHEREAS, SCWD further anticipates it will be necessary for SCWD to perform various functions to determine the viability of SCWD to provide water and wastewater service to a given project; including, but not limited to project review, plan checks, inspections, attendance at meetings and associated administrative activity; and

WHEREAS, SCWD will require that it retain the services of, for example, a consulting engineer and planner to assist it with such matters related to its water and wastewater treatment plants, delivery and collection facilities, pump stations, park and other public improvements which may, from time to time, be approved by SCWD and including planning documents and studies; and

WHEREAS, the board of directors of SCWD finds that costs and expenses associated with the above referenced activities should be borne by the persons or entities proposing to connect to the SCWD facilities and not by current SCWD rate payers;

I-1

NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE SEELEY COUNTY WATER DISTRICT, COUNTY OF IMPERIAL, STATE OF CALIFORNIA, DOES HEREBY RESOLVE AS FOLLOWS:

1. The recitals set forth above are true and correct and are incorporated herein by this reference.

2. The Hourly Rate Fees and Reimbursable Expenses for project review, plan checks, inspections and related administrative services shall be charged to a developer's pre-service entitlement or pre-service commitment and/or connection to projects in the Seeley County Water District per the yearly adjusted Hourly Rate Schedule of the SCWD Consultant Engineer and Planner. SCWD's Administrative, Legal, and Staff costs shall also be charged to the developer in addition to the Engineering and Planning review, plan check, inspection and related administrative services cost.

3. Before any work is performed by or on behalf of SCWD, the developer shall forward an initial deposit to SCWD for engineering, planning, legal, staff and administrative services. The deposit for project reviews including, but not limited to, water assessment studies, sewer assessment studies, specific plans, CEQA, Tentative Map, Improvement Plan reviews, or any other project reviews shall be established by the Seeley County Water District Administrative General Manager after an initial review of the project is completed. The Administrative General Manager may request such information she deems reasonably necessary from the developer in order to assist her in establishing the initial deposit. The minimum deposit for Civil Improvement Plan reviews shall be 1.5 percent of the estimated infrastructure construction cost. The deposit for the construction inspection cost shall be 2.5 percent of the approved estimated construction cost. The estimated construction cost shall be prepared by the developer's engineer and reviewed and approved by the SCWD consultant engineer. In addition, the SCWD administrative fee to coordinate, invoice and manage project reviews, plan checks, inspections, and administrative related items shall be 15 percent of the consultant engineering and/or planning fee.

4. The SCWD consultant engineer and/or planner shall complete project reviews, plan checks, inspection and related administrative services. The engineering and planning services provided, including the SCWD administrative and other services, shall be deducted from the initial deposit. The SCWD Administrative General Manager may require a supplemental deposit or deposits in such amounts she deems necessary to defray SCWD expenses. The SCWD Administrative General Manager may direct that all work on a project shall cease in the event she determines the review fees may exceed the deposit amount. The developer shall forward the supplemental deposit to the SCWD in the amount established by the Administrative General Manager. In the event the review fees are less than the total deposited then the difference between the total deposited amount and the review fee shall be refunded to the developer.

I-1

PASSED, APPROVED AND ADOPTED on the 8th day of October, 2018.

Name
President
Seeley County Water District

STATE OF CALIFORNIA } COUNTY
OF IMPERIAL } ss.
SEELEY COUNTY WATER DISTRICT }

I, MIRIAM ROSALES, Secretary to the Clerk of the Board of the Seeley County Water District, County of Imperial, State of California, DO HEREBY CERTIFY that the foregoing resolution was duly passed, approved and adopted at a special meeting of the Seeley County Water District held on the 10th day of December, 2018, by the following roll call vote:

AYES: -

NOES: -

ABSENT: -

Miriam Rosales
Secretary to the Board of Directors of the
Seeley County Water District

I-1

DATE SUBMITTED 12/4/2018

Agenda Item No. U-I

SUBMITTED BY Miriam Rosales

Board Action ☒

DATE ACTION REQUIRED 12/10/2018

Resolution ☐

Public Hearing ☐

Ordinance ☐

SEELEY COUNTY WATER DISTRICT AGENDA ITEM

SUBJECT: DISCUSSION/ACTION: Westerra Consulting - Cameron Bucher - Amendment No. 2 to Solar Energy Power Purchase (PPA) and Sale Agreement

1. Approval of amendment No. 2 between IVEG 1, LLC, A California limited facility liability company and Seeley County Water District

Department Involved: Administrative

BACKGROUND /SUMMARY:

Cameron Bucher will be in attendance at the December 10, 2018 board meeting.

Note: Westerra is waiting for the final draft form IRS on the PPA changes

FISCAL IMPACT: TBD - Discussion

ADMIN GENERAL
MANGER SIGN
INITIALS:



STAFF RECOMMENDATION:

Approve amendment No. 2 and Sale agreement between IVEG and SCWD

DEPT INITIALS:



GENERAL MANAGER'S RECOMMENDATION:

General Manager agrees with Staff's recommendation.

ADMIN GENERAL
MANGER SIGN
INITIALS:



MOTION:

SECONDED: APPROVED ☐ REJECTED ☐

AYES: DISAPPROVED ☐ DEFERRED ☐

NAYES:

ABSENT: REFERRED TO:

AMENDMENT NO. 2 TO SOLAR ENERGY POWER PURCHASE AND SALE AGREEMENT

This **AMENDMENT NO. 2 TO SOLAR ENERGY POWER PURCHASE AND SALE AGREEMENT** (this "**Amendment**"), dated as of December __, 2018, is made by and between IVEG 1, LLC, a California limited liability company ("**System Owner**"), and SEELEY COUNTY WATER DISTRICT, a Water District pursuant to the California Water Code Act ("**Host Customer**"). (System Owner and Host Customer are collectively referred to as the "Parties.")

WHEREAS, on October 31, 2017, IVEG I, LLC and Host Customer entered into that certain Solar Energy Power Purchase and Sale Agreement (the "**Agreement**"); and,

WHEREAS, on April 18, 2018, IVEG I, LLC and Host Customer amended the Agreement pursuant to that certain Amendment No. 1 thereto ("Amendment No. 1."); and,

WHEREAS, the Parties wish to further amend the Agreement as set forth herein;

NOW, THEREFORE, in consideration of the mutual promises contained herein, the Parties hereby acknowledge and agree that:

1. Amendment.

1.1 Section 4.1 of the Agreement is hereby amended by deleting the date "July 31, 2018" and replacing it with "September 30, 2019".

1.2 Section 7.1 of the Agreement is hereby deleted in its entirety and replaced with the following language:

Section 7.1 Solar Electricity Price.

Beginning on the Commercial Operation Date, the Solar Electricity Price paid by Host Customer for Output shall be as specified in Exhibit E.

1.3 Exhibit E of the Agreement is hereby deleted in its entirety and replaced with the revised Exhibit E attached hereto as Exhibit 2.

1.4 Section 12.1.5 of the Agreement is hereby deleted in its entirety and replaced with the following language:

Section 12.1.5 System Owner Bond. Removal Bond ceases to be in effect at any time during the Term, and System Owner fails to replace such Removal Bond, within thirty (30) days following notice from the Host Customer to reinstate or otherwise provide a substitute bond in place thereof.

1.5 The Agreement is amended by deleting each and every reference therein to "Buy-Out Fee" and replacing it with the term "Buyout Value".

J-1

1.6 Section 14.1.1 of the Agreement is hereby amended by deleting the second and third paragraphs thereof and replacing them as follows:

Notwithstanding the foregoing, beginning on the first day of the Seventh (7th) year of the Service Term, and every year thereafter (including at the expiration of the Agreement) of the Service Term, Host Customer shall have the continuing option ("Option"), but not the obligation, to purchase the System by providing System Owner written notice of Host Customer's intent to so purchase the System (the "Option Exercise"); and provided that concurrent with such Option Exercise, Host Customer pays to System Owner the greater of (i) Fair Market Value or (ii) the Buy-Out Option provided for on Exhibit C for the corresponding year of the Service Term in which the Option is exercised by Host Customer.

1.7 Section 15.2 of the Agreement is hereby deleted in its entirety and replaced with the following language:

Section 15.2 Mutual General Indemnity.

To the maximum extent permitted by law, each Party hereto (the "Indemnifying Party") shall defend, indemnify and hold harmless the other Party and the directors, officers, shareholders, partners, agents and employees of such other Party, and the affiliates of the same (collectively, the "Indemnified Parties"), from and against all claims, loss, damage, expense and liability (including court costs and reasonable attorney's fees) resulting from **third party** claims for injury to or death of persons, and damage to or loss of real or personal property, to the extent caused by or arising out of the negligent acts or omissions of the Indemnifying Party (including, in the case of System Owner, its Subcontractors) or its failure to materially comply with any provisions of this Agreement reasonably related to the cause of such injury, death, damage or loss to real or personal property.

1.8 The Agreement is hereby amended by deleting existing Exhibit C and replacing it with revised Exhibit C, attached hereto as Exhibit 1 and which is hereby incorporated herein by this reference.

2. Limited Amendment; No Waiver. Except as expressly set forth in this Amendment, the rights and obligations of the Parties under the Agreement remain in full force and effect. This Amendment will not constitute an amendment or waiver of any provision of the Agreement, except as expressly set forth herein. This Amendment and the Agreement will henceforth be read and construed as one and the same instrument. If and to the extent there are any inconsistencies between the Agreement and this Amendment with respect to the matters set forth herein, the terms of this Amendment will control.

3. Counterparts. This Amendment may be executed by the Parties in multiple counterparts, each of which will be an original and all of which taken together will be considered a single agreement. Transmission of signed signature pages in portable document format (.pdf) by email shall have the same effect as the delivery of manually signed documents in person.

J-1

[Remainder Intentionally Blank]

(J-1)

IN WITNESS WHEREOF, the Parties have caused this Amendment to be executed as of the date first written above.

SYSTEM OWNER:

IVEG 1, LLC,
a California limited liability company

By: _____
Name: Cameron Bucher
Title: Managing Member

HOST CUSTOMER:

SEELEY COUNTY WATER DISTRICT

By: _____
Name: _____
Title: _____

By: _____
Name: _____
Title: _____

J-1

EXHIBIT 1 TO AMENDMENT
EXHIBIT C

Year	Buyout Value
1	\$853,674
2	\$825,214
3	\$776,826
4	\$719,784
5	\$657,712
6	\$587,576
7	\$569,458
8	\$555,750
9	\$534,632
10	\$511,431
11	\$489,479
12	\$478,346
13	\$454,178
14	\$428,382
15	\$401,072
16	\$372,212
17	\$341,635
18	\$309,056
19	\$274,092
20	\$236,271
21	\$180,052
22	\$124,141
23	\$85,288
24	\$82,482
25	\$82,482

(J-1)

EXHIBIT 2 TO AMENDMENT

SOLAR ELECTRICITY PRICE

Solar Electricity Price Schedule and Expected Annual Output

Annual Output will be updated after Due Diligence Period as contemplated in Lease following completion of final equipment specification and procurement. First Year of Service Term to be the first twelve (12) full calendar months following the Commercial Operation Date.

YEAR	Annual Flat Rate, (\$/kWh)
1	\$0.0975
2	\$0.0990
3	\$0.1004
4	\$0.1020
5	\$0.1035
6	\$0.1050
7	\$0.1066
8	\$0.1082
9	\$0.1098
10	\$0.1115
11	\$0.1132
12	\$0.1149
13	\$0.1166
14	\$0.1183
15	\$0.1201
16	\$0.1219
17	\$0.1237
18	\$0.1256
19	\$0.1275
20	\$0.1294
21	\$0.1313
22	\$0.1333
23	\$0.1353
24	\$0.1373
25	\$0.1394

J-1

DATE SUBMITTED 12/4/2018

Agenda Item No. J-2

SUBMITTED BY Miriam Rosales

Board Action ☒

Resolution ☐

DATE ACTION REQUIRED 12/10/2018

Public Hearing ☐

Ordinance ☐

SEELEY COUNTY WATER DISTRICT AGENDA ITEM

SUBJECT: DISCUSSION/ACTION: SIMNSA PREMIUM INCREASES

1. Approval of premium increases by 5% medical \$133.13 and 3% for dental \$7.74. Total monthly premium increase \$140.87
2. Authorize the General Manager to make a budget amendment to the 2018-19 fiscal year budget

Department Involved: Administrative

BACKGROUND /SUMMARY:

Premiums are increasing effective January 1, 2019. Medical coverage to increase by 5% and Dental by 3%. I am requesting approval for a budget amendment due to this cost increase. I will move money between line items in order to keep the overall budget in the black. Note: District is currently paying 100% of the SIMSA plan premium for all employees.

FISCAL IMPACT: **\$846** (6 months)
Account: Dental/Medical Insurance (2018-2019 Fiscal Year Budget)

ADMIN GENERAL
MANAGER SIGN
INITIALS:

mr

STAFF RECOMMENDATION:

Approve increases and budget amendment.

DEPT INITIALS:

mr

GENERAL MANAGER'S RECOMMENDATION:

General Manager agrees with Staff's recommendation.

ADMIN GENERAL
MANAGER SIGN
INITIALS:

mr

MOTION:

SECONDED: APPROVED ☐ REJECTED ☐

AYES: DISAPPROVED ☐ DEFERRED ☐

NAYES:

ABSENT: REFERRED TO:

J-2

SEELEY COUNTY WATER DISTRICT
1898 West Main Street (P.O. Box 161) Seeley, CA92273
Telephone: 760.352.6612 Facsimile: 760.352.0589



President of the Board: Patrick Harris

Board Members: Manuel Robles, Jason Grima, Beatriz Scroggins, Victor Ibarra

January 15, 2017

Silverdale Cheese
1870 Jeffrey Road
El Centro, CA 92243

RE: Official Notice of Intent to Sale Potable Water to Silverdale Cheese

Sandy Tung, President:

This is official notice and letter of intent from Seeley County Water District to sell potable water to Silverdale Cheese Co., and was approved by unanimous consent by the board of directors of the SCWD on December 13, 2016.

Seeley County Water District is an independent Special District of the state of California which operates in compliance with the California Water code (30000f) And as such, has full authority given by the state of California to sell potable water on a commercial basis as long as the potable water is received within the District boundaries.

Total water received is not to exceed the amount of 10,000 gal of potable water per month, to be sold at our standard commercial rate. With the understanding that in case of a water shortage, our standard in-line water customers have first priority for water usage.

Seeley County Water reserves the right to cancel this agreement at any time with a 30 day notice to the customer.

Very truly yours,



President of the Board, PATRICK HARRIS



Administrative General Manager and
Secretary to the Board

MR/me
Encl.

J-3

DATE SUBMITTED 12/3/2018

Agenda Item No. J-4

SUBMITTED BY Aaron Garcia

Board Action ☒ [X]

DATE ACTION REQUIRED 12/10/2018

Resolution ☒ [X]

Public Hearing ☐ []

Ordinance ☐ []

SEELEY COUNTY WATER DISTRICT AGENDA ITEM

SUBJECT: DISCUSSION/ACTION: Operations Supervisor Job Description

1. Approval of Resolution No. 121018-02 for the new job description of Operations Supervisor.

2. Repeal Resolution No. 050817-02 Assistance Maintenance Manager / Water Treatment / Wastewater Plant Operator

Department Involved: Administrative

BACKGROUND /SUMMARY:

Until recently SCWD has used contracted consultant CPO's to meet the State's licensing requirements to operate the water, wastewater, and distribution system facilities. The Maintenance Manager position served as the on-site immediate supervisor for the operations and maintenance staff. The assistant maintenance manager position existed to keep management in place during the absence of the Maintenance Manager position and to help lessen the workload. The Maintenance Manager and Assistant Maintenance Manager positions and duties were merged with and combined with new duties with the creation of the in-house CPO position. The creation of the Operations Supervisor position reduces some of the total workload by taking on some supervisory duties, reporting duties, and operations duties. In addition the chain of command is more coherent (CPO, Operations Supervisor, Operator 2, Operator 1, OIT, etc..)

Effective January 1, 2019 minimum wage increases. Exempt employees will need to be adjusted. (at least \$23/hour/or at minimum yearly salary \$47,840).

FISCAL IMPACT: \$1772.50

Account: Wages (2018-2019 fiscal year budget)
(6) months

ADMIN GENERAL
MANAGER SIGN
INITIALS:

MR

STAFF RECOMMENDATION:

Approve Resolution No. 121018-02 Operations Supervisor and Repeal Resolution No. 050817-02

DEPT INITIALS:

AG

GENERAL MANAGER'S RECOMMENDATION:

General Manager agrees with Staff's recommendation.

ADMIN GENERAL
MANAGER SIGN
INITIALS:

MR

MOTION:

SECONDED: APPROVED ☐ []

REJECTED ☐ []

AYES: DISAPPROVED ☐ []

DEFERRED ☐ []

NAYES:

ABSENT: REFERRED TO:

J-4

SEELEY COUNTY WATER DISTRICT

1898 West Main Street (P.O. Box 161) Seeley, CA 92273

Telephone: 760.352.6612 Facsimile: 760.352.0589



Board President: Keith Baird

Board Members: Leslie Hill, Jason Grima, Esteban Jaramillo, Donald Murphy

RESOLUTION 121018-01 ESTABLISHING A JOB DESCRIPTION OF WATER/WASTE/DISTRIBUTION OPERATIONS SUPERVISOR

Class Title: OPERATIONS SUPERVISOR

Job Description: Water / Waste / Distribution Operations Supervisor (Management Position)

Salary Range: \$48,000 ANNUAL, FULL-TIME POSITION WITH BENEFITS

Position Summary:

Under direct supervision of The Board of Directors of the Seeley County Water District (SCWD) and the SCWD Chief Plant Operator (CPO), the Operations Supervisor is a salaried, non-union management position who at all times represents the decisions and directives of The Board. It is the duty of the Operations Supervisor to oversee and supervise the operations and maintenance of SCWD facilities and equipment according to District's operating procedures set by CPO. In addition, this position assists the CPO in ensuring that all operations are run in accordance to applicable State and Federal regulations. This position also performs duties in the operations and maintenance of SCWD facilities and equipment.

Reporting Relationships:

This position reports directly to the Chief Plant Operator and the Administrative General Manager.

Duties and Responsibilities:

1. Assisting CPO in establishing and enforcing District wide operations and maintenance programs; standard operating procedures.
2. Assists CPO in supervising and overseeing the operations and maintenance of District facilities and equipment.
3. Assists CPO in the preparation of routine and emergency reports to the SCWD Board of Directors, Division of Drinking Water, CRWQCB, and other agencies as necessary
4. Assists in assigning operations and maintenance duties to staff and supervises and trains staff as necessary.
5. Performs routine tasks in operations such as filter backwashes, filter flow adjustments, chemical dosing, and chemical dose adjustments,
6. Performs routine analysis for turbidity, pH, and temperature, D.O., and chlorine residuals throughout the various stages of the treatment processes.
7. Carries out duties in the installation and maintenance of pumps, motors, chemical feed pumps, UV disinfection systems, and aerators.

J-4

8. Performs meter reading, meter maintenance, meter change-outs, hydrant flushing, valve exercising, main line repairs, and sampling for laboratory analysis.
9. Carries out duties in the maintenance of the sewer collection system including tasks such as sewer main flushing, sewer main repairs, and laterals as necessary.
10. Performs utility marking for excavations.
11. Responds to system emergencies when off duty.
12. Budgetary, profit & loss responsibility
13. Serves as Designated Operator in Charge (DOIC) in the absence of the CPO.
14. May be required to perform payroll or other management duties in absence of the CPO or the Administrative General Manager (AGM)

The preceding duties and responsibilities have been provided as examples of the type of work performed by this position. Seeley County Water District (SCWD) reserves the right to add, modify, change, or rescind work assignments as needed.

Knowledge of:

1. Principles of water treatment, water distribution, sewer collection, and wastewater treatment plant operations.
2. Operating principles of industry related equipment such as, but not limited to, filters, valves, meters, hydrants, pumps, motors, and aerators, as well as the safe and proper use of hand tools/power tools.
3. Methods and techniques for operating, maintaining, and troubleshooting system equipment and system processes.
4. Industry related chemistry, biology, and mathematics.
5. Water and wastewater systems sampling procedures and techniques.
6. Industry applicable Federal and State regulations.

Ability to:

1. Research and plan intelligently and effectively.
2. Work efficiently and effectively
3. Follow verbal and written directions.
4. Work under varying levels of supervision.
5. Maintain constant communication up and down Chain of Command
6. Give clear directions to staff and offer guidance and assistance as necessary.
7. Supervise and oversee the work and conduct of staff.
8. Remain calm and retain the ability to think clearly under highly stressful emergency situations.
9. Use of smartphones and/or other similar technology.
10. Effectively use computers for research, report creation, communication, and other duties as necessary.
11. Monitor, operate, and troubleshoot water, water distribution, and wastewater system equipment.

J-4

12. Read and interpret gauges, meters, and other recording devices related to system operations.
13. Take samples for water quality analysis.
14. Keep logs and records of system operations.
15. Read and interpret maps.
16. Communicate clearly and concisely, both orally and in writing.
17. Establish and maintain effective working relationships with those contacted in the course of work including Seeley CWD customers.

Physical:

Position requires working outdoors while exposed to intense heat, gases, and waste. Position requires continuous walking, balancing, bending, stooping, kneeling, crouching, lifting and transporting of objects weighing up to 50 pounds, as well as the dexterity to operate hand tools and controls.

Minimum Requirements:

1. High school diploma or G.E.D. and the necessary education and/or training required to take and pass California SWRCB administered licensing exams.
2. Two (2) years' experience in the operations and maintenance of water/wastewater industry facilities and equipment.
3. Valid California driver's license
4. D2
5. T2
6. Wastewater Grade 1

1. RESOLUTION 121018-02; REPEALS RESOLUTION 050717-02

Motion made by: Director: _____

Motion seconded by: Director: _____

Esteban Jaramillo	Yes
Jason Grima	Yes
Donald Murphy	Yes
Leslie Hill	Yes
Keith Baird	Yes

Date: December 10, 2018

Keith Baird
President of the Board

A T T E S T:

Miriam Rosales
Administrative General Manager and
Secretary of the Board

J-4

Minimum Wage

Although there are some exceptions, almost all employees in California must be paid the minimum wage as required by state law. Effective January 1, 2017, the minimum wage for all industries will be increased yearly. From January 1, 2017, to January 1, 2022, the minimum wage will increase for employers employing 26 or more employees. This increase will be delayed one year for employers employing 25 or fewer employees, from January 1, 2018, to January 1, 2023. The scheduled increases may be temporarily suspended by the Governor, based on certain determinations. (Please see the chart below for the complete schedule of rate increases).

For more information and guidance on how to count employees for the purpose of determining whether an employer qualifies as an employer with 25 employees or less please see New Minimum Wage Phase- in Requirements 2017-2023, SB 3 Frequently Asked Questions page.

There are some employees who are exempt from the minimum wage law, such as outside salespersons, individuals who are the parent, spouse, or child of the employer, and apprentices regularly indentured under the State Division of Apprenticeship Standards.

Minimum Wage Order (MW-2017)

There is an exception for learners, regardless of age, who may be paid not less than 85 percent of the minimum wage rounded to the nearest nickel during their first 160 hours of employment in occupations in which they have no previous similar or related experience.

There are also exceptions for employees who are mentally or physically disabled, or both, and for nonprofit organizations such as sheltered workshops or rehabilitation facilities that employ disabled workers. Such individuals and organizations may be issued a special license by the Division of Labor Standards Enforcement authorizing employment at a wage less than the legal minimum wage. Labor Code Sections 1191 and 1191.5

Schedule for California Minimum Wage rate 2017-2023.

Date	Minimum Wage for Employers with 25 Employees or Less	Minimum Wage for Employers with 26 Employees or More
January 1, 2017	\$10.00/hour	\$10.50/hour
January 1, 2018	\$10.50/hour	\$11.00/hour
January 1, 2019	\$11.00/hour	\$12.00/hour
January 1, 2020	\$12.00/hour	\$13.00/hour
January 1, 2021	\$13.00/hour	\$14.00/hour

J-4

SEELEY COUNTY WATER DISTRICT
1898 West Main Street (P.O. Box 161) Seeley, CA92273
Telephone: 760.352.6612 Facsimile: 760.352.0589



Board President: Patrick Harris

Board Members: Jason Grima, Victor Ibarra, Keith Baird, Beatriz Scroggins

MAY 8, 2017

APPROVED

Resolution No. 050817-02

RESOLUTION 050817-02 Amends RESOLUTION 121316-01 and 072715-02

ASSISTANT MAINTENANCE MANAGER / WATER TREATMENT/WASTEWATER PLANT OPERATOR

**CLASS TITLE: ASSISTANT MAINTENANCE MANAGER
WATER TREATMENT/WASTEWATER PLANT OPERATOR (Managerial Position)
SALARY RANGE: \$44,000. ANNUAL, FULL-TIME POSITION WITH BENEFITS**

POSITION SUMMARY:

Under direct supervision of the Board of Directors of the Seeley County Water District, the Assistant Maintenance Manager / Operator is a salaried, non-union management position who at all times represents the decisions and directives of the Board. It is the duty of the Assistant Maintenance Manager to oversee and supervise the operations and maintenance of the SCWD facilities for the processing, treatment, and storage of water and does related work as required. The Assistant Maintenance Manager also supervises the operations and maintenance of the facilities for the processing and treatment of sewage waste and does related work as required.

REPORTING RELATIONSHIPS:

The position reports directly to the Board of Directors, the President of the Board, the Maintenance Manager/ Water Treatment/Wastewater Plant Operator and the Chief Water and Wastewater Plant Operator(s). The position requires the individual to direct maintenance staff, facilitating their cooperation to complete projects and tasks as needed.

EXAMPLES OF RESPONSIBILITIES

1. Manages and performs routine operations and maintenance tasks.
2. Manages and performs duties in the installation, operation and maintenance of treatment plant facilities, pumping machinery and equipment, including engines, motors and

J-4

pumps, cleans and replaces filters, lubricates pumps, meters and controls.

3. Makes and records chlorine, pH, turbidity and other tests to include waste water samples and testing; adds chlorine and other chemical to systems. Records various lab tests as required by collecting samples in accordance with quality testing procedures.
4. Manages and directs in the overhaul of pumps, meters and controls.
5. Manages and performs general plant maintenance and housekeeping tasks on facilities and equipment.
6. Manages and responds to emergencies when off duty.
7. Directs the reading of meters, repairs water and sewer line breaks.
8. Sets maintenance staff schedules.
9. Sets organizational schedules for routine maintenance of equipment and systems.
10. Conducts employee reviews on a quarterly basis.
11. Maintains and updates equipment inventories on a regular basis.
12. Prepares reports to the Board of Directors, RWCB and the CA Health Dept. as required.
13. Verifies work time for all SCWD employees each week and reports to the bookkeeper.

The preceding activities have been provided as examples of the types of work performed. The Seeley County Water District reserves the right to add, modify, change, or rescind work assignments as needed.

QUALIFICATION GUIDELINES

Education / Experience / Training:

Requires High School Diploma or G.E.D. and five (5) years of experience in general mechanical work including operation and maintenance of pumps and similar water and wastewater treatment plant operations.

KNOWLEDGE OF:

Water and wastewater process methods, procedures and record keeping practices, the operation and service of motors, pumps, and controls at the water and wastewater treatment pumping plants; proper and efficient use of hand and power tools; work safety rules and procedures.

ABILITY TO:

Read and interpret gauges and to make standardized tests; ability to perform general housekeeping duties including painting and related tasks; diagnose and solve routine operational and mechanical problems involved with water treatment and waste treatment plant equipment; communicate and work cooperatively with co-workers, supervisors and the general public; ability to learn laboratory analysis and water and wastewater techniques; understand and carry out oral and written instructions and safety procedures; complete basic work activity records and time reports. Ability to work with little or no supervision.

Operate power hand tools such as saws, pipe wrenches, ratchets, crescent wrenches, and channel locks; operate pumps and electrical metering equipment; use air tanks and related safety equipment as needed given major maintenance problems.

J-4

Ability to work at night or on weekends on an on-call basis to perform emergency maintenance and repair assignments as needed.

Special Requirements:

Valid Driver's License

Minimum Grade 1 Water Treatment Plant Operator

Minimum Grade 2 Wastewater Treatment Plant Operator

Minimum Grade D1 Water Distribution System Operator

1. Resolution 050817-02 AMENDS Resolution 121316.01

2. Resolution 121316-01 AMENDS Resolution 072715-02

3. Resolution 072715-02 AMENDS Resolution 122214-01

Motion made by:

Director Grima

Motion seconded by:

Director Ibarra

Jason Grima

Yes

No

Victor Ibarra

Yes

No

Keith Baird

Yes

No

Beatriz Scroggins

Yes

No - Absent

Patrick Harris

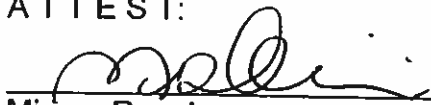
Yes

No



PATRICK E. HARRIS
President of the Board

ATTEST:



Miriam Rosales
Secretary of the Board

CERTIFICATE OF SECRETARY

The undersigned Secretary of the Board of the Seeley County Water District hereby certifies that the foregoing is a full, true and correct copy of Resolution No. 050817-02 adopted May 08, 2017.



MIRIAM ROSALES, Secretary

J-4

DATE SUBMITTED 12/4/2018

Agenda Item No.

J-5

SUBMITTED BY Miriam Rosales

Board Action ☒

Resolution ☐

DATE ACTION REQUIRED 12/10/2018

Public Hearing ☐

Ordinance ☐

SEELEY COUNTY WATER DISTRICT AGENDA ITEM

SUBJECT: DISCUSSION/ACTION: **CDBG Water Distribution Pipeline Project Cost Estimate Increases**

1. Approval by the board to proceed with the project per the current design and cost estimate, and with the understanding that SCWD will contribute any funds over the grant amount needed to complete this project should bids go over the design and costs of \$1,048,640. We are currently estimated to go over budget by \$8262

Department Involved: Administrative

BACKGROUND /SUMMARY:

At the Nov 30th meeting with the Holt Group an updated cost estimate was presented dated 11/28/18, cost increased from the previous cost by \$2000. The updated cost is \$998,705. And \$1,048,640.25 with a 5% percent contingency. On Dec 4, a conference call with ICCED Jade Padilla and the Holt Group, President and CPO/GM took place, it was to inform us that we are currently \$8262 over budget. ICCED and SCWD is to proceed with the project per the current design and updated cost estimate. An updated cost estimate is to be conducted in April/May of 2019. Minor design changes may be conducted to the design Plans and Specifications, if deemed necessary to lower the overall construction cost. The total award amount for SCWD is \$1,209,302, this amount is budgeted between soft costs and construction.

FISCAL IMPACT: Estimated amount between \$8262-\$30,000

**To be budgeted 2019-20*

ADMIN GENERAL

MANGER SIGN

INITIALS: _____

STAFF RECOMMENDATION:

SCWD to proceed with the project per current design and updated cost estimate and SCWD will contribute the estimated amount over budget.

DEPT INITIALS: _____

GENERAL MANAGER'S RECOMMENDATION:

General Manager agrees with Staff's recommendation.

ADMIN GENERAL

MANGER SIGN

INITIALS: _____

MOTION:

SECONDED: APPROVED ☐ REJECTED ☐

AYES: DISAPPROVED ☐ DEFERRED ☐

NAYES:

ABSENT: REFERRED TO:

J-5



The
Holt
Group

Municipal Design • Infrastructure Engineering • Construction Management • Land Surveying

**PROJECT: SEELEY COUNTY WATER DISTRICT
WATER DISTRIBUTION SYSTEM IMPROVEMENT PROJECT**

THG PROJECT NO. 1186.011

DATE: November 28, 2018

ENGINEERS OPINION OF PROBABLE COST

<u>NO.</u>	<u>SUMMARY OF CONSTRUCTION DESCRIPTION</u>	<u>COST</u>
1	WATER PIPELINE REPLACEMENT ALONG MOUNT SIGNAL AVENUE	\$213,905.00
2	WATER PIPELINE REPLACEMENT ALONG SAN DIEGO AVENUE	\$189,510.00
3	WATER PIPELINE REPLACEMENT ALONG HASKELL ROAD	\$219,296.00
4	WATER PIPELINE REPLACEMENT ALONG ALLEY BETWEEN PARK AVENUE AND EVAN HEWES HIGHWAY	\$182,569.00
5	WATER PIPELINE REPLACEMENT ALONG EVAN HEWES HIGHWAY	\$193,425.00
	SUBTOTAL OF ITEMS 1 THROUGH 5	\$998,705.00
	CONSTRUCTION CONTINGENCY (5 %)	\$49,935.25
	TOTAL PROJECT COST ESTIMATE	\$1,048,640.25

J-5



The
Holt
Group

1601 N. Imperial Ave.
El Centro, CA 92243
760.337.3883
760.337.5997 (fax)

Municipal Design • Infrastructure Engineering • Construction Management • Land Surveying

**PROJECT: SEELEY COUNTY WATER DISTRICT
WATER DISTRIBUTION SYSTEM IMPROVEMENT PROJECT**

**THG PROJECT NO. 1186.011E
DATE: November 28, 2018**

**ENGINEER'S OPINION OF PROBABLE COST
WATER PIPELINE REPLACEMENT ALONG MOUNT SIGNAL AVENUE**

<u>Item No</u>	<u>Item</u>	<u>Unit</u>	<u>Unit Cost</u>	<u>Quantity</u>	<u>Total Cost</u>
1	MOBILIZATION PER SECTION 01505 "MOBILIZATION" OF THE TECHNICAL SPECIFICATIONS.	LUMP SUM	\$15,000.00	1	\$15,000.00
2	IMPLEMENTATION OF TRAFFIC CONTROL PLANS PER PLAN SHEETS 18 AND 19.	LUMP SUM	\$10,000.00	1	\$10,000.00
3	POTHOLING OF THE EXISTING UNDERGROUND UTILITIES AND PIPELINES PER THE PLANS AND THE SPECIFICATIONS.	LUMP SUM	\$15,000.00	1	\$15,000.00
4	IMPLEMENTATION OF EROSION CONTROL PLAN INCLUDING BMPs PER PLAN SHEET 16 AND 17.	LUMP SUM	\$5,000.00	1	\$5,000.00
5	PROVIDE CONSTRUCTION STAKING PER SECTION 01722 "SURVEYING" OF THE TECHNICAL SPECIFICATIONS.	LUMP SUM	\$4,000.00	1	\$4,000.00
6	HYDROSTATIC TESTING AND DISINFECTION OF WATER PIPELINES IN STRICT CONFORMANCE WITH TECHNICAL SPECIFICATION SECTIONS 02666 AND 02670 OF THE SPECIFICATIONS . INCLUDE BLOWOFF PIPELINES, SERVICE LINES AND ALL OTHER REQUIRED ITEMS AS REQUIRED BY THE TECHNICAL SPECIFICATIONS AND PLANS.	LUMP SUM	\$8,000.00	1	\$8,000.00

J-5

7	SAWCUT EXISTING A.C. PAVEMENT FOR THE FULL DEPTH OF A.C. PAVEMENT.	L.F.	\$2.00	910	\$1,820.00
8	REMOVE AND DISPOSE OF EXISTING A.C. PAVEMENT MATERIAL.	CYD	\$40.00	21	\$840.00
9	SAWCUT EXISTING CONCRETE SIDEWALK / DRIVEWAY FOR THE FULL DEPTH.	L.F.	\$10.00	-	\$0.00
10	REMOVE AND DISPOSE OF EXISTING CONCRETE SIDEWALK/DRIVEWAY.	CYD	\$100.00	-	\$0.00
11	REMOVE AND DISPOSE OF EXISTING UNDERLYING/NATIVE MATERIAL BENEATH A.C. PAVEMENT AND P.C.C. PAVEMENT WITHIN THE WATER PIPELINE TRENCHES, PIPELINE CONNECTION AREAS, CONCRETE CURB AND GUTTER, BARRIER CURB, DRIVEWAYS AND SIDEWALK TO SUBBASE DESIGN GRADE.	CYD	\$25.00	383	\$9,575.00
12	EXISTING WATER SERVICE TO BE ABANDONED IN PLACE. REMOVE AND DISPOSE OF THE EXISTING WATER METER, METER ENCLOSURE AND ANY PIPELINE COMPONENTS.	EACH	\$100.00	12	\$1,200.00
13	REMOVE EXISTING WATER VALVES, VALVE RISERS, COUPLING ADAPTERS, DUCTILE IRON CROSSES OR TEES, ELBOWS AND OTHER FITTINGS AND HARDWARE. DISPOSE OF ANY PIPELINE COMPONENTS . PLUG THE EXISTING ABANDONED WATER PIPELINES AT LOCATIONS AS INDICATED ON THE IMPROVEMENT PLANS.	LUMP SUM	\$3,000.00	1	\$3,000.00
14	COMPLETE ALL EXISTING AND NEW WATER PIPELINE CONNECTION TIE-INS IN STRICT CONFORMANCE WITH THE PLANS AND SPECIFICATIONS.	LUMP SUM	\$10,000.00	1	\$10,000.00

J-5

15	INSTALL NEW 12-INCH DIAMETER AWWA C-900 DR-18 PVC WATER PIPELINE WITH COPPER TRACER WIRE PER PLANS. EXCLUDE TRENCH EXCAVATION ACTIVITIES AND BACKFILL MATERIALS COST.	L.F.	\$44.00	-	\$0.00
16	INSTALL NEW 8-INCH DIAMETER AWWA C-900 DR-18 PVC WATER PIPELINE WITH COPPER TRACER WIRE PER PLANS. EXCLUDE TRENCH EXCAVATION ACTIVITIES AND BACKFILL MATERIALS COST.	L.F.	\$24.00	1,130	\$27,120.00
17	INSTALL NEW 6-INCH DIAMETER AWWA C-900 DR-18 PVC WATER PIPELINE WITH COPPER TRACER WIRE PER PLANS. EXCLUDE TRENCH EXCAVATION ACTIVITIES AND BACKFILL MATERIALS COST.	L.F.	\$24.00	-	\$0.00
18	INSTALL NEW 1-INCH DIAMETER WATER SERVICE PIPELINE COPPER PER IMPROVEMETN PLANS. EXCLUDE TRENCH EXCAVATION ACTIVITIES AND BACKFILL MATERIALS COST.	L.F.	\$5.00	620	\$3,100.00
19	INSTALL 8-INCH X 8-INCH DUCTILE IRON TEE WITH STAINLESS STEEL HARDWARE AND P.C.C. THRUST BLOCK.	EACH	\$1,000.00	1	\$1,000.00
20	INSTALL 12-INCH x 12-INCH DUCTILE IRON TEE WITH HARDWARE AND P.C.C. THRUST BLOCKS.	EACH	\$1,200.00	1	\$1,200.00
21	INSTALL 8-INCH X 8-INCH DUCTILE IRON CROSS WITH STAINLESS STEEL HARDWARE AND P.C.C. THRUST BLOCK.	EACH	\$1,100.00	-	\$0.00
22	INSTALL 12-INCH X 12-INCH DUCTILE IRON CROSS WITH STAINLESS STEEL HARDWARE AND P.C.C. THRUST BLOCK.	EACH	\$1,400.00	-	\$0.00
23	INSTALL NEW 12-INCH DIAMETER DUCTILE IRON RESILIENT WEDGE GATE VALVE AND HARDWARE.	EACH	\$4,400.00	3	\$13,200.00
24	INSTALL NEW 8-INCH DIAMETER DUCTILE IRON RESILIENT WEDGE GATE VALVE AND HARDWARE.	EACH	\$2,500.00	4	\$10,000.00

J-5

25	INSTALL 12 INCH DUCTILE IRON RESTRAINED JOINT FITTING WITH HARDWARE.	EACH	\$270.00	1	\$270.00
26	INSTALL 8 INCH DUCTILE IRON RESTRAINED JOINT FITTING WITH HARDWARE.	EACH	\$150.00	9	\$1,350.00
27	INSTALL VALVE COVER AND RISER.	EACH	\$350.00	7	\$2,450.00
28	INSTALL 12-INCH X 8-INCH DUCTILE IRON REDUCER FITTING WITH STAINLESS STEEL HARDWARE.	EACH	\$900.00	2	\$1,800.00
29	INSTALL 8-INCH DIAMETER 11.25-DEGREE DUCTILE IRON ELBOW WITH HARDWARE AND P.C.C. THRUST BLOCK.	EACH	\$800.00	-	\$0.00
30	INSTALL 12-INCH DIAMETER 11.25-DEGREE DUCTILE IRON ELBOW WITH HARDWARE AND P.C.C. THRUST BLOCK	EACH		-	
31	INSTALL 8-INCH DIAMETER 45-DEGREE DUCTILE IRON ELBOW WITH HARDWARE AND P.C.C. THRUST BLOCK.	EACH	\$800.00	2	\$1,600.00
32	INSTALL 12-INCH DIAMETER 45-DEGREE DUCTILE IRON ELBOW WITH HARDWARE AND P.C.C. THRUST BLOCK	EACH	\$1,000.00	-	\$0.00
33	INSTALL 8-INCH DIAMETER DUCTILE IRON MECHANICAL JOINT END CAP WITH HARDWARE AND P.C.C. THRUST BLOCK.	EACH	\$500.00	1	\$500.00
34	INSTALL 8-INCH X 4-INCH DIAMETER DUCTILE IRON REDUCER FITTING	EACH	\$900.00	2	\$1,800.00
35	INSTALL 4-INCH DIAMETER DUCTILE IRON TRANSITION COUPLING ADAPTER.	EACH	\$900.00	2	\$1,800.00
36	INSTALL BLOW-OFF ASSEMBLY INCLUDING SERVICE SADDLE, CORPORATION STOP, SERVICE PIPELINE, BLOW-OFF, ENCLOSURE, ANGLE STOPS, BRASS FITTINGS, BRASS COUPLINGS, 316 STAINLESS STEEL HARDWARE AND BRASS CONNECTIONS PER IMPROVEMENT PLANS.	EACH	\$2,000.00	1	\$2,000.00

J-5

37	REMOVE EXISTING FIRE HYDRANT, SPOOL, BURY, PIPELINE, VALVE AND APPURTENANCES. DISPOSE OF THE REMOVED COMPONENTS.	EACH	\$750.00	-	\$0.00
38	INSTALL FIRE HYDRANT ASSEMBLY INCLUDING DUCTILE IRON LINE SIZE X LINE SIZE X 6-INCH TEE, RESILIENT WEDGE GATE VALVE, VALVE RISER, FRAME AND COVER, 6-INCH DIAMETER AWWA C-900 DR 18 PVC HORIZONTAL PIPELINE BETWEEN THE VALVE AND BURY, MEGA-LUG RESTRAINED JOINT FITTINGS, DUCTILE IRON BURY, BREAK-OFF SHEAR SPOOL, FIRE HYDRANT, 316 STAINLESS STEEL HARDWARE AND P.C.C. THRUST BLOCKS PER IMPROVEMENT PLANS.	EACH	\$7,500.00	1	\$7,500.00
39	INSTALL 1-INCH WATER SERVICE CONNECTION ASSEMBLY, INCLUDING SERVICE SADDLE, CORPORATION STOP, SERVICE PIPELINE, WATER METER, WATER METER ENCLOSURE, ANGLE STOPS, BRASS FITTINGS, BRASS COUPLINGS, 316 STAINLESS STEEL HARDWARE AND BRASS CONNECTIONS PER IMPROVEMENT PLANS. MAINTAIN THE EXISTING WATER SERVICE ACTIVE UNTIL THE NEW WATER SERVICE IS READY TO BE ACTIVATED PER SPECIAL CONDITIONS. EXCLUDE TRENCH EXCAVATION ACTIVITIES AND BACKFILL MATERIALS COST.	EACH	\$2,000.00	12	\$24,000.00
40	INSTALL GRANULAR SAND PIPE BEDDING AND BACKFILL MATERIALS IN WATER PIPELINE AND WATER SERVICE PIPELINE TRENCHES PER IMPROVEMENT PLANS.	TON	\$35.00	500	\$17,500.00
41	LOWER THE EXISTING WATER VALVE RISER TO 0.30 FOOT BELOW GRADE PRIOR TO PAVING ACTIVITIES.	EACH	\$50.00	7	\$350.00
42	INSTALL AND BACKFILL NATIVE MATERIAL IN WATER PIPELINE AND WATER SERVICE PIPELINE TRENCHES PER IMPROVEMENT PLANS.	CYD	\$15.00	84	\$1,260.00

(J-5)

43	INSTALL CLASS II BASE MATERIAL BENEATH NEW A.C. PAVEMENT AND P.C.C. INFRASTRUCTURE.	TON	\$38.00	45	\$1,710.00
44	COLD PLANE (GRIND) EXISTING A.C. PAVEMENT FOR A THICKNESS OF 0.17 FOOT PER IMPROVEMENT PLANS. REMOVE AND DISPOSE OF GRINDINGS.	S.F.	\$0.25	-	\$0.00
45	INSTALL NEW A.C. PAVEMENT IN WATER PIPELINE AND WATER SERVICE PIPELINE TRENCHES AND COLD PLANED AREAS.	TON	\$140.00	49	\$6,860.00
46	ADJUST THE EXISTING WATER VALVE RISER TO THE FINISH GRADE AFTER PAVING ACTIVITIES ARE COMPLETE. PLACE AN 8- INCH DEEP, 8-INCH WIDE, 5,000 PSI CONCRETE RING AROUND THE EXTERIOR CIRCUMFERENCE OF THE WATER VALVE RISER.	EACH	\$300.00	7	\$2,100.00
SUBTOTAL					\$213,905.00
CONTINGENCY 5%					\$10,695.25
ENGINEER'S OPINION OF PROBABLE CONSTRUCTION COST					\$224,600.25

J-5

DATE SUBMITTED 11/26/2018
 SUBMITTED BY Gary Thornburg
Amado Ramirez
 DATE ACTION REQUIRED 12/10/2018

Agenda Item No. J-6
 Board Action ☒
 Resolution ☐
 Public Hearing ☐
 Ordinance ☐

SEELEY COUNTY WATER DISTRICT AGENDA ITEM

SUBJECT: DISCUSSION/ACTION: **Upgrade conference room to be used as a multi use area - employee breakroom & storage**

1. Authorize the CPO the expenditure for cabinets/sink at the Home Depot
2. Approval to utilize remaining funds to redo the south conference room wall.

Department Involved: Operations/Maintenance

BACKGROUND /SUMMARY:

It was determined that the District lacked storage space and a proper area to be utilized by staff as a breakroom. Cabinets and sink are to be installed in the conference room. Total of 9 cabinets, plumbing and hardware and 1 sink to be purchased from The Home Depot. Any remaining funds will be utilized to redo the south conference room wall. We did comparison shopping with other vendors for compact break stations, however they offered less cabinet space at a higher cost. The cost for other vendors ranged from \$991 through \$2401. Note: District staff will do the installation, saving the district money on contract labor and installation costs.

FISCAL IMPACT: \$1000

Account: New Project Reserve (2018-2019 Fiscal Year Budget)

**Budgeted expense*

ADMIN GENERAL

MANGER SIGN

INITIALS: me

STAFF RECOMMENDATION:

Requesting approval from the Board to purchase all materials, not to exceed in the amount of \$1000 for the breakroom project and to utilize remaining funds to redo the south conference room wall.

(*phase 1- conference room upgrades 2018-2019) (*phase 2- 2019-2020)

DEPT INITIALS: Ag

GENERAL MANAGER'S RECOMMENDATION:

General Manager agrees with Staff's recommendation.

ADMIN GENERAL

MANGER SIGN

INITIALS: gm

MOTION:

SECONDED: APPROVED ☐ REJECTED ☐

AYES: DISAPPROVED ☐ DEFERRED ☐

NAYES:

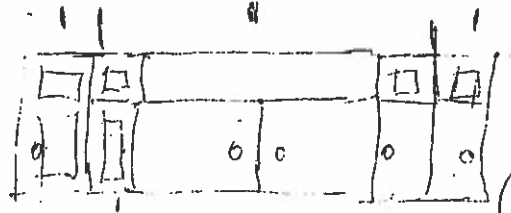
ABSENT: REFERRED TO:

J-6

24	36	15	15
----	----	----	----

1 36" 139⁰⁰
 1 24" 97⁰⁰
 2 15" 172⁰⁰

Home Depot
 Quote:



(B) 1 60" 255⁰⁰
 1 15" 110⁰⁰
 1 15" 110⁰⁰

TOTAL \$ \$ 883⁰⁰
 + TAX

Countertop D/S 88⁰⁰ - 110⁰⁰

Sink 99⁰⁰ only

Faucet FCT 26⁰⁰ only

+ Plumbing —> ≈ 100⁰⁰ only
 easy.

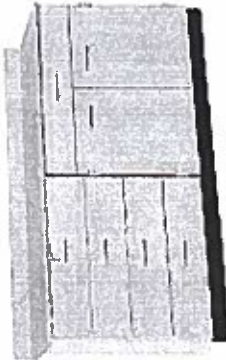
CALIFORNIA
 STATE

J-6

Wall Cabinets for Breakrooms, Cafeterias & Cafes

Showing 1-5 of 5 products

Sort by popularity ▼



(/Five-Drawer,-Six-Door-Wall-and-Base-Cabinet-Set-60W-STI-SA-

(/Two-Drawer,-Eight-Door-Wall-and-Base-Cabinet-Set-60W-STI-SA-

Five Drawer, Six Door Wall and Base Cabinet Set - 60"W (/Five-Drawer,-Six-Door-Wall-and-Base-Cabinet-Set-60W-STI-SA-033608424.aspx)

Two Drawer, Eight Door Wall and Base Cabinet Set - 60"W (/Two-Drawer,-Eight-Door-Wall-and-Base-Cabinet-Set-60W-STI-SA-026608424.aspx)

\$2,401

\$2,297

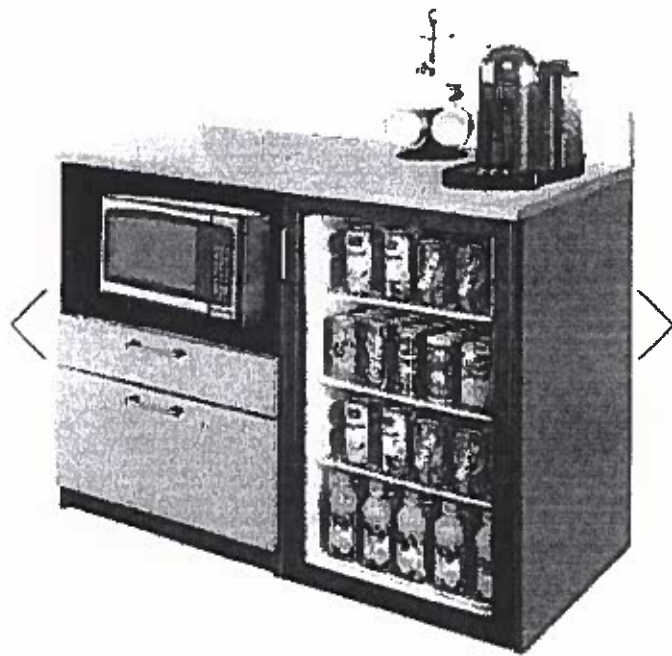
Save 14% | Free Shipping

Save 14% | Free Shipping

J-6

Subscribe

4.6 ★★★★★
Google
Customer Reviews



HABIT Break Room Furniture Commercial Break Roc

Earn \$99.15 in Home Rewards

\$991⁴⁵

Get Payments as low as \$88/month.
Pre-qualify now. [Learn more](#)

 **FREE Shipping**
arrives Dec 27 - Jan 4

Color: Espresso / Silver

VIEW ALL AVAILABLE OPTIONS

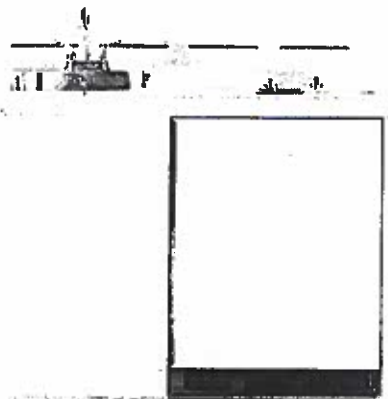


HABIT Break Room...

\$2,222.30

Jet.com

Free shipping



Summit Compact...

\$1,198.80

AJ Madison

20% price drop

J-6

DATE SUBMITTED 12/5/2018

SUBMITTED BY Aaron Garcia

DATE ACTION REQUIRED 11/26/2018

Agenda Item No. **J-7**

Board Action ☒

Resolution ☐

Public Hearing ☐

Ordinance ☐

SEELEY COUNTY WATER DISTRICT AGENDA ITEM

SUBJECT: DISCUSSION/ACTION: Backflow Prevention Assembly Tester Certification

1. Approve in-house backflow assembly tester
2. Authorize the General Manager and CPO to budget the certification fees into the 2019-20 fiscal year budget

Department Involved: Operations/Maintenance

BACKGROUND /SUMMARY:

As part of the state mandated cross connection control program Seeley currently has 29 backflow prevention devices installed on the entire distribution system. These devices are installed wherever there is a risk of end-user water reentering the distribution system through a cross connection. We are required to have all devices that are serving active connections tested for proper operation on an annual basis and we are required to repair and/or replace devices that fail their testing. The purpose of this discussion item is to review the financial impact of getting in-house staff certified to test backflows vs. continuing to outsource the job. By having an in-house tester the District can provide this service at a competitive rate of (\$50/device), funds are then diverted into the District.

FISCAL IMPACT: \$1120

Account: TUITION (2019-2020 Fiscal Year Budget)

To be included as part of budget for the upcoming fiscal year budget

ADMIN GENERAL

MANGER SIGN

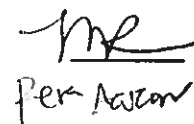
INITIALS:



STAFF RECOMMENDATION:

Approve in-house backflow tester and authorize the General Manager and CPO to budget Certification in the upcoming 2019-20 fiscal year budget.

DEPT INITIALS:



GENERAL MANAGER'S RECOMMENDATION:

General Manager agrees with Staff's recommendation.

ADMIN GENERAL

MANGER SIGN

INITIALS:



MOTION:

SECONDED: APPROVED ☐ REJECTED ☐

AYES: DISAPPROVED ☐ DEFERRED ☐

NAYES:

ABSENT: REFERRED TO:

J-7



If you haven't already done so, please [Sign In](#) or [Create an Account](#) to register.

Should you need assistance with your registration, email our [Accounting/Registration Specialist, Shobhan Chickarmane](#).

Sign In

Username

Password

☐ Keep me signed in

[Sign In](#)

I don't know

my [username](#) or [password](#)

[Create a new account](#)

Backflow Tester Course - RC

Member \$790 / Non-member \$920

Description:

This course (half lecture and half hands-on training) provides the testing and maintenance methods for backflow prevention assemblies. Participants will learn how to recognize various backflow preventers and the proper procedures for testing each assembly under a variety of test conditions. This course will review all the rules, codes and regulations on the backflow requirements.

This course is Monday-Friday, 7:30 am - 5:00 pm.

Earn 4.0 CEUs.

Instructor: Matt Hickman

Parking:

Please park in the Event Parking Lot - Lot C. This parking lot is located on the North side of Ashford Street before you enter Cucamonga Valley Water District. The classroom is located on the first floor of the Frontier Project. The Frontier Project is the building located on your right when you enter the gate.

All certification exams have a separate application and fee.

Certification exam applications must be submitted to the Certification Department 20 days prior to the exam date.

When 1/14/2019 - 1/18/2019

Where 7:30 AM - 5:00 PM
California-Nevada Section, AWWA
10435 Ashford Street, First Floor
Rancho Cucamonga, CA 91730

Refund Policy

Requests for refunds must be made in writing and are subject to the following conditions: Full refund of fee paid (minus \$50.00 handling fee) will be issued for cancellations received more than two weeks prior to class or event date. All fees are non-refundable thereafter.

Transfer Policy

Requests for transfers must be made in writing. Transfers are based on availability. No transfer requests will be authorized within 72 hours prior to the class date.

[Share this page](#)

J-7



Backflow Prevention Assembly Tester Certification

The California - Nevada Section of the American Water Works Association offers a Backflow Prevention Assembly Tester Certification.

Each Backflow Assembly Prevention Tester applicant must submit the following items:

- 1) Completed application (all requested information)
- 2) Exam payment (\$180 Members, \$200 Non-Members)
- 3) A completed application which includes all requested information, and proof of qualifications, per Section 10 of the Rules
- 4) Send all the above to the Section Office no later than 20 days prior to the examination. For students enrolling in the 40 hour Backflow Course, you will have up to Monday at 9:00am on the first day of class to submit the application.



Photo credit: Water Industry Training Specialists, Inc.

Mail: 10435 Ashford St., Rancho Cucamonga, CA 91730
 Email: [Gina Enriquez](#)
 Fax: (909) 481-4688

CA-NV AWWA Certified Backflow Assembly Prevention Testers

[Click here to download the list.](#)

Exam Dates

1 2 3 4 5 6 7

Page 1 of 7, items 1 to 10 of 61.

[Show all 61](#)

Name	Date
Exam BF - Las Vegas	12/7/2018
Exam BF - Sunnyvale	12/8/2018
Exam BF - Antelope	12/15/2018
Exam BF - San Marcos	12/15/2018
Exam BF - Modesto	12/19/2018
Exam BF - Carson City	1/5/2019
Exam BF - Sunnyvale	1/12/2019
Exam BF - Antelope	1/12/2019
Exam BF - Reno	1/12/2019
Exam BF - Rancho Cucamonga	1/19/2019

1 2 3 4 5 6 7

Page 1 of 7, items 1 to 10 of 61.

[Show all 61](#)

Related Documents

- [Backflow Exam Application](#)
- [One Free Backflow Exam Re-Take](#)
- [Backflow Expected Range of Knowledge](#)
- [Backflow Recommended Study Materials](#)
- [Change of Address form](#)
- [Renewal form](#)
- [Performance Exam Appeal Form](#)
- [Application for Backflow Prevention Assembly Proctor](#)
- [Rules Governing Certification Backflow](#)

Important Contacts

[Gina Enriquez](#)
[Certification Specialist](#)
 (909) 291-2100

[Steven Garner](#)
[Certification Manager](#)
 (916) 889-8465

Ben Bennett
 Committee Chair
 Certification Committee
 (408) 734-3569

Become a Proctor

Are you interested in becoming a Proctor?
 Download the [Application for Backflow Prevention Assembly Proctor](#).

J-7



Application for Backflow Prevention Assembly Tester Certification

PLEASE READ INSTRUCTIONS BELOW FIRST

INSTRUCTIONS TO APPLICANT

1. **READ AND REVIEW THE CERTIFICATION RULES APPLICABLE TO YOUR DISCIPLINE.** When you sign the Application, you will have stated in writing that you have done so.
2. **READ ALL INSTRUCTIONS BEFORE COMPLETING THE APPLICATION.** An incomplete or improperly prepared application will be returned. Questions not applicable mark N/A. All others should be answered as completely as possible in order to allow the Administrator to make an accurate evaluation of your credentials.
3. Please type or print to ensure your answers are legible.
4. Every application must be accompanied

by the **NON-REFUNDABLE**

- application fee. Please make check or money order payable to: CA-NV Section, AWWA.
5. Upon completion, mail the application to the Section office.
 6. Completed applications will be reviewed by the Administrator for Certification eligibility. A completed application includes all requested information, and proof of qualifications, per **Section 10** of the Rules.
 7. Refer to applicable program rules for appeals and protest procedures.
 8. The application must reach the Section office **20 days** prior to the exam date.
 9. **NOTIFICATION:** All applicants will be notified of eligibility **14 days** prior to the exam date.

10. SPECIAL REQUEST FOR

TAKING THE EXAM: If you have a disability that restricts your ability to take a test under standard conditions, you may request special testing arrangements at the time of application. **SPECIAL TESTING REQUESTS MUST BE SUBMITTED IN WRITING BY A RECOGNIZED HEALTH CARE OR MENTAL HEALTH CARE PROVIDER** and must state the nature of the disability, the type of special testing requirements needed and contact information for both the provider and the applicant. **THIS REQUEST MUST ACCOMPANY YOUR APPLICATION AND FEE.**

Should you have any questions, contact the California-Nevada section, AWWA office at (909) 481-7200, fax (909) 481-4688.

Today's Date ____/____/____ Requested Exam Site _____ Requested Exam Date ____/____/____ Is this a retest? ☐ Yes ☐ No

☐ New Tester ☐ Recertification ☐ Troubleshooting ☐ Hands-On

Current Backflow Prevention Assembly Tester Certification No.: _____

Full Name _____

Print your name as you wish it to appear on the certificate

Address _____

City _____ State _____ Zip _____

Phone: Home (____) _____ Work (____) _____

Cell (____) _____ Fax (____) _____

Email _____

Circle One: VISA MC AMEX

Credit Card # _____

Name on Card: _____

Amount to Charge: \$ _____

Exp. Date: _____ V-Code _____

Signature: _____

**Note: Your cancelled check is your receipt.
Credit card receipts will be emailed.**

Please Note: A **NON-REFUNDABLE** Application Fee of **\$180.00** for AWWA Members/ **\$200.00** for non-members is due and must be included with each completed application. To receive member discount, list individual or company AWWA Membership Number _____. If not a member, include a paid AWWA membership application to get member discount or pay non-member fee.

PRESENT EMPLOYMENT

Employer _____ Length of Service _____

Address _____

Number

Street

City

State

Zip

Job Title _____

Briefly state your normal duties _____

(Please attach sheet if more space is required)

CONTINUED ON PAGE 2

BACKFLOW PREVENTION ASSEMBLY TESTER CERTIFICATION APPLICATION – PAGE 1 OF 2

Mail to: CA-NV Section, AWWA Certification Program, 10435 Ashford St., Rancho Cucamonga, CA 91730

Fax to: (909) 481-4688

2013 © AWWA CA-NV Backflow Prevention Assembly Tester Proctor Handbook

J-7

DATE SUBMITTED 12/5/2018

Agenda Item No.

J-8

SUBMITTED BY Aaron Garcia

Board Action ☒

Resolution ☐

DATE ACTION REQUIRED 12/10/2018

Public Hearing ☐

Ordinance ☐

SEELEY COUNTY WATER DISTRICT AGENDA ITEM

SUBJECT: DISCUSSION/ACTION: Wastewater Treatment Plant - 4" Electromagnetic flow meters.

1. Authorize the CPO expenditure of 4" electromagnetic meters
2. Approval from either quote - option 1 or 2

Department Involved: Operations/Maintenance

BACKGROUND /SUMMARY:

We are presenting two quotes for Board of Director approval related to our WWTP effluent line flow meter which we presented as having failed at the Oct 8th 2018 board meeting. We have been using a turbine meter as a temporary replacement until we purchase and install a new meter. The two quotes are both for 4" electromagnetic flow meters with the only difference being pricing and manufacturer. The failed meter was a Khrono brand flow meter that had been in place since before August 2015.

FISCAL IMPACT: \$3000-\$4000

Account: New Project Reserve (2018-2019 Fiscal Year Budget)

**Budgeted expense*

ADMIN GENERAL

MANGER SIGN

INITIALS:

mg

STAFF RECOMMENDATION:

Approve the purchase for either meter.

DEPT INITIALS:

ah

GENERAL MANAGER'S RECOMMENDATION:

General Manager agrees with Staff's recommendation.

ADMIN GENERAL

MANGER SIGN

INITIALS:

hmg

MOTION:

SECONDED: APPROVED ☐ REJECTED ☐

AYES: DISAPPROVED ☐ DEFERRED ☐

NAYES:

ABSENT: REFERRED TO:

J-8



MCR Technologies, Inc.

Measurement, Control & Recording

Certified Small Business ID# 1368500

ABB

QUOTATION# 8615

Date: October 26, 2018, 9:20:01 AM
Company: Seeley County Water District
Attention: Aaron Garcia
Phone Number: (760) 352-6612
E-mail: operators.scwd@gmail.com
Quotation Valid: November 26, 2018
F.O.B. Point: Factory
Payment Terms: Net 30

Reference: 4"
Manufacturer: ABB
Lead Time: 4-5 weeks
Freight Terms: Prepaid & Add
Prepared By: Kyle Finney
(949) 783-3100
sales@mcrt.com

Thank you for the opportunity to provide you with the following quotation.

Part Number	Quantity	Unit Price	Price
FEW325.100.H.1.D.4.A1.B.1.A.1.A.2.G.3.B.3.A.1.M5-V3	1.00	\$3,757.00	\$3,757.00
<p>WaterMaster FEW325 Electromagnetic Flowmeter system, full bore, DN 10... DN 600 (3/8 ... 24 in.), remote mount</p> <ul style="list-style-type: none">- Bore Diameter 100 DN 100 (4 in.)- Liner Material H Hard rubber- Electrode Design 1 Standard- Measuring Electrodes Material D Hastelloy C-4 (2.4610)- Grounding Accessories 4 2x Potential Equalizing Rings (Stainless Steel)- Process Connection Type A1 Flanges ANSI / ASME B16.5 / 16.47 series B Class 150- Process Connection Material B Carbon steel- Usage Certifications 1 Standard (without PED)- Calibration Type A Standard factory calibration- Temperature Range of Installation / Ambient 1 Standard design / -20 ... 60 ° (-4 ... 140 °) <p>Temperature Range</p> <ul style="list-style-type: none">- Name Plate A Adhesive label- Signal Cable Length and Type 2 10 m (approx. 30 ft) cable- Explosion Protection Certification G FM Cl. 1 Div. 2- Protection Class Transmitter / Protection Class Sensor 3 IP 67 (NEMA 4X) / IP 68 (NEMA 6P), cable fitted and potted, sensor is IP67 with PTFE liner- Cable Conduits B NPT 1/2 in.- Power Supply 3 100 ... 230 V AC, 60 Hz- Input and Output Signal Type A HART + 20 mA + Pulse + Contact output- Configuration Type / Diagnostics Type 1 Parameters set to factory defaults / Standard diagnostic functions activated- Documentation Language M5 English (standard)- Verification Type V3 VeriMaster			
Total			\$3,757.00

Please issue your purchase order to:
MCR Technologies, Inc.
PO Box 1269
Lake Forest, CA 92609

E-mail your purchase order to: orders@mcrt.com or Fax to (949) 783-3101

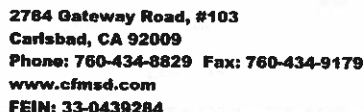
This quotation is for the products and services listed above only. Any additional products required will be provided at additional cost. Freight charges are an estimate only. Actual freight cost may vary.

Terms included by reference
This quotation is offered subject to ours and the manufacturers terms and conditions. A copy of these conditions is available upon request.
MCR Technologies, Inc. is an independent manufacturers representative and distributor.

Delivery
Delivery is based on current lead times and on the longest lead time of all equipment quoted. Actual delivery may vary based on the lead times in effect when the equipment is released for production.
Materials of Construction

We offer a variety of material selections and configurations to suite process conditions. Although we have quoted the materials which were specified, or if not specified, which we believe to be satisfactory, we do not warrant that they are compatible with the chemicals, concentrations and operating conditions which will be encountered in the application. The final selection of the appropriate material is the responsibility of the customer.

J-8



Date	Quotation #
11/29/2018	JP-REV00

Memo:

To:
Cc:
Cc:
Re.:

- 1.) All indicated Prices are in US Dollars.
- 2.) The prices in this proposal are firm and fixed through delivery provided that a valid and acceptable purchase order is placed within the validity period.
- 3.) Payment Term is NET 30 days.
- 4.) Shipping charges and any applicable taxes will be pre-paid and added
- 5.) Should this quotation become order, please make PO out to:

KROHNE C/O: CFM - San Diego, Inc.
55 Cherry Hill Drive, Beverly, MA (USA) 01915

[illegible]

DATE SUBMITTED 12/4/2018

Agenda Item No.

J-9

SUBMITTED BY Aaron Garcia

Board Action ☒

Resolution ☐

DATE ACTION REQUIRED 12/10/2018

Public Hearing ☐

Ordinance ☐

SEELEY COUNTY WATER DISTRICT AGENDA ITEM

SUBJECT: DISCUSSION/ACTION: Water Treatment Plant - Lateral underdrain

1. Authorize the CPO for the purchase of up to (12) water treatment laterals
2. Approve the expenditure not to exceed in the amount of \$18,000

Department Involved: Operations/Maintenance

BACKGROUND /SUMMARY:

Operators observed an abnormal condition (filter boil) during unit 1 filter air-scour surface wash that persisted over numerous backwash cycles. The decision to remove unit 1 from service was made and filter teardown began on Monday 11.26.2018. All filter media was removed to expose the underdrain laterals to inspect for damage. One (1) filter has 12 laterals.

Edit: 12.7.2018 3:42pm - Spoke to ERS Industrial (company who provided services for additional filter install as part of previous WWTP bacteriological compliance project). Their representative was aware of the situation we were facing with our unit 1 teardown and requested that we submit images of whatever damage we found on the laterals once we got them exposed because they can do internal cleaning, rebuilding, and straightening services on those components. Once they assess the damage and if they determine that they can successfully service the existing laterals this will lower the total costs attached to this repair.

FISCAL IMPACT: \$18,000

Account: Capital Improvement (2018-2019 Fiscal Year Budget)

ADMIN GENERAL

MANGER SIGN

INITIALS:

mg

STAFF RECOMMENDATION:

Approve expenditure from the capital improvement account and authorize the CPO for the purchase

DEPT INITIALS:

mg
per Aaron

GENERAL MANAGER'S RECOMMENDATION:

General Manager agrees with Staff's recommendation.

ADMIN GENERAL

MANGER SIGN

INITIALS:

mg

MOTION:

SECONDED: APPROVED ☐

REJECTED ☐

AYES: DISAPPROVED ☐

DEFERRED ☐

NAYES:

ABSENT: REFERRED TO:

(J-9)

WESTECH QUOTATION

WestTech®	48 MAIN STREET, STE. 11 STURBRIDGE, MA 01566	Phone: 515-268-8400 Fax:	Quotation No. Q28096-131786
------------------	---	-----------------------------	--------------------------------

Thank you for the opportunity to quote you with your equipment needs.
Please review the following and contact us to place an order or ask any question.

Date: 11/27/2018	Proj Manager: JOSEPH MONETTE	Ship Via: BEST WAY
RFQ No.: Q28096-131786	Prime Job No: MF110261	Freight: FOB SHIPPING POINT, FREIGHT PREPAID & ADDED
Quoted by: JOSEPH MONETTE	Prime Name: SEELEY, CA	
Phone: 774-241-3401 or 515-268-8400	Equipment: TRI-MITE	Lead Time: 8-10 WEEKS
Email: JMONETTE@WESTECH-INC.COM	Tax Area Code: CAIMPERIAL	Quote Valid: 15 days
For Group: 15	Payment Terms: NET 30 DAYS	

Bill To:	SEELEY COUNTY WATER DISTRICT AARON GARCIA 1898 W. MAIN STREET P.O. BOX 161 SEELEY, CA 92273 UNITED STATES OF AMERICA	Ship To:	SEELEY COUNTY WATER DISTRICT AARON GARCIA 1898 W. MAIN STREET 41197 SEELEY, CA 92273 UNITED STATES OF AMERICA
SEE000			
Tel/Fax:	760-332-9059 AGARCIA@SEELEYWATERDISTRICT.COM	Tel/Fax:	760-332-9059

Doc	No.	Part/Dwg Number	Description	Qty	Units	Unit Price	Net Price
54780	001		LATERAL UNDERDRAIN TM350A-PVC 68" LONG	12	EA	1,500.00	18,000.00

No sales, GST, PST, use, or other taxes have been included in our pricing. No discounts accepted.

Quoted in US Dollars Grand Total 18,000.00

-Please see the attached General Terms and Conditions. All purchase orders for Aftermarket parts need to be in US dollars.

-Minimum Order amount is US\$250. A small order fee of US\$25 will be applied to orders between US\$100 and US\$250. All orders must be at least US\$100.

-All information provided with and including this proposal is considered proprietary and is not for distribution without express written consent of Westech Engineering, Inc.

-Westech accepts Credit Card payments up to \$10,000. This is to include freight and taxes. Any order over this amount will be invoiced at terms. A processing fee of up to 4 percent on Credit Cards will be added where allowed by law.

This Quotation is subject to all specifications above as well as all attachments included with this document.

Thank you again for your quote request!

Best Regards,

Joe Monette

QF-00-005

Printed By JMONETTE

Printed

11/27/2018 11:25 AM

2/24/06

J-9

WESTECH QUOTATION

WestTech®	48 MAIN STREET, STE. 11 STURBRIDGE, MA 01566	Phone: 515-268-8400 Fax:	Quotation No. Q28095-131777
------------------	---	-----------------------------	--------------------------------

Thank you for the opportunity to quote you with your equipment needs.

Please review the following and contact us to place an order or ask any question.

Date: 11/27/2018	Proj Manager: JOSEPH MONETTE	Ship Via: BEST WAY
RFQ No.: Q28095-131777	Prime Job No: MF110261	Freight: FOB SHIPPING POINT, FREIGHT PREPAID & ADDED
Quoted by: JOSEPH MONETTE	Prime Name: SEELEY, CA	Lead Time: 8-10 WEEKS
Phone: 774-241-3401 or 515-268-8400	Equipment: TRI-MITE	Quote Valid: 15 days
Email: JMONETTE@WESTECH-INC.COM	Tax Area Code: CAIMPERIAL	
For Group: 15	Payment Terms: NET 30 DAYS	

Bill To: SEELEY COUNTY WATER DISTRICT
AARON GARCIA
1898 W. MAIN STREET
SEE000 P.O. BOX 161
SEELEY, CA 92273
UNITED STATES OF AMERICA
Tel/Fax: 760-332-9059
AGARCIA@SEELEYWATERDISTRICT.COM

Ship To: SEELEY COUNTY WATER DISTRICT
AARON GARCIA
1898 W. MAIN STREET
41197 P.O. BOX 161
SEELEY, CA 92273
UNITED STATES OF AMERICA
Tel/Fax: 760-352-6612 / 760-352-0589

Doc	No.	Part/Dwg Number	Description	Qty	Units	Unit Price	Net Price
54780	001		LATERAL UNDERDRAIN TM350A-PVC 68" LONG MINIMUM ORDER AMOUNT IS A QUANTITY (2)	2	EA	1,675.00	3,350.00

No sales, GST, PST, use, or other taxes have been included in our pricing. No discounts accepted.

Quoted in US Dollars Grand Total 3,350.00

-Please see the attached General Terms and Conditions. All purchase orders for Aftermarket parts need to be in US dollars.

-Minimum Order amount is US\$250. A small order fee of US\$25 will be applied to orders between US\$100 and US\$250. All orders must be at least US\$100.

-All information provided with and including this proposal is considered proprietary and is not for distribution without express written consent of WestTech Engineering, Inc.

-WestTech accepts Credit Card payments up to \$10,000. This is to include freight and taxes. Any order over this amount will be invoiced at terms. A processing fee of up to 4 percent on Credit Cards will be added where allowed by law.

This Quotation is subject to all specifications above as well as all attachments included with this document.

Thank you again for your quote request!

Best Regards,

Joe Monette

QF-00-005

Printed By JMONETTE

Printed

11/27/2018 11:25 AM

2/24/06

J-9