

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



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

**NOTICE OF REGULAR MEETING**

Date: March 9, 2020  
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
  - PLEDGE OF ALLEGIANCE
  - QUORUM – ROLL CALL
  
- B. DISCUSSION OF AGENDA
  - 1. Items to be pulled from the Action Calendar.
  - 2. Items to be pulled from the Discussion Calendar.
  - 3. Emergency Items to be added.
  - 4. Approval of the agenda.

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

**2.** Matters appearing on the agenda. If you wish to address the BOARD OF DIRECTORS concerning any item appearing on the agenda, please raise your hand and be acknowledged by the BOARD PRESIDENT, and at that time state your name and address for the record. The

BOARD PRESIDENT reserves the right to place a time limit on each person's presentation of three (3) minutes.

<b>D. REPORTS</b>
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1. President and Vice President/or Board Member comments
2. Administrative General Manager and Secretary Report
3. Chief Operators Report – Water & Wastewater Treatment Plant Reports

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

1. Demands (Accounts Payable)
2. Approval of Minutes: A. REGULAR MEETING: February 10, 2020
3. Authorize 4 Administrative days for the President of the Board for the month of *March 2020*.
4. Approve CPO the purchase of Sodium Hypochlorite for Water Treatment Plant from Brenntag Co. for a total cost not to exceed in the amount of **\$1,300** (tax and freight included).
5. Approve CPO the purchase of 1 casement picture window 48x36 to install between the GM office and Billing Clerk office. Purchase is from Home Depot. Total not to exceed in the amount of **\$260-\$300** dollars (includes estimated tax and hardware).
6. Approve CPO the purchase of 1 security door leading into the Billing Clerk Offices. Purchase is from Lowes. Total not to exceed in the amount of **\$270** dollars (includes estimated tax and hardware).
7. Approve CPO purchase of 2-inch hose, couplings, clamps, and adapters to be used at the WWTP for quarterly maintenance of pressure filter units. Price is **\$275.52** from LaBrucherie Irrigation Supply.
8. Approve CPO to purchase one 28 ft aluminum ladder from Home Depot. Ladder will be used for facility maintenance. Not to exceed **\$350.00**
9. Approve quote from Enthalpy Lab to continue working on WWTP TIE testing in the amount of **\$5,925.00**.
10. Approve State Water Regional Control Board (SWRCB) - Drinking Water Operator Certification Program (DWOCP) Grade D3 examination fee reimbursement for out of pocket expense to Aaron Garcia in the amount of **\$100.00**

11. Approve State Water Regional Control Board (SWRCB) - Drinking Water Operator Certification Program (DWOCB) – Grade D2 renewal fee reimbursement for out of pocket expense to Aaron Garcia in the amount of \$110.00

**F.**

**DISCUSSION/ACTION**

**F-1. SUBJECT: DISCUSSION/ACTION: REPLACEMENT OF CENTRAL AIR CONDITIONING MAIN AIR DUCTS AND ALL WORK RELATING. APPROVE EITHER OPTION 1 OR 2**

1. AUTHORIZE THE GENERAL MANAGER TO SECURE PROFESSIONAL SERVICES FROM AIR COMFORT HEATING & COOLING
  2. APPROVE OPTION 1 – DUCT REPLACEMENT ESTIMATE NOT TO EXCEED \$5,200 plus \$600 conference room improvements
- OR**
3. APPROVE OPTION 2 – DUCT REPLACEMENT ESTIMATE NOT TO EXCEED \$3,400 plus \$600 conference room improvements

**F-2. SUBJECT: DISCUSSION/ACTION: PAPER CHECK AND DIRECT DEPOSIT (ACH) BI-WEEKLY PAYROLL CALENDAR AND SCHEDULE**

1. APPROVE BI-WEEKLY PAYROLL CALENDAR AND SCHEDULE AS PRESENTED
2. AUTHORIZE ATTORNEY'S BOOKKEEPING TO SET-UP PAPER CHECK AND DIRECT DEPOSIT (ACH) AS PRESENTED IN THE PAYROLL CALENDAR AND SCHEDULE

**F-3. SUBJECT: DISCUSSION/ACTION: STATE WATER RESOURCES CONTROL BOARD DIVISION OF DRINKING WATER CORRESPONDENCE REGARDING WATERSHED SANITARY SURVEY 5-YEAR UPDATE.**

1. APPROVE STAFF TO CONTINUE TO PARTICIPATE IN THE JOINT WSS
- or
2. APPROVE STAFF TO CONDUCT SURVEY THEMSELVES

**F-4. SUBJECT: DISCUSSION/ACTION: ESTABLISH A NOT EXCEED \$10,000 BUDGET WITH ENTHALPHY ANALYTICAL LAB FOR CONTINUED WORK ON TOXICITY ANALYSIS (Failed green algae bioassays)**

1. APPROVE A NOT EXCEED OF \$10,000 ON TOXICITY ANALYSIS

**G. 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:

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 Rouhotas, and CEO.  
Under Negotiation: Price and Terms of Lapsed Lease Agreement and the related issue
2. CONFERENCE WITH LABOR NEGOTIATORS (Section: §54957.6)`  
Agency designated representatives: Ad-Hoc Committee, Directors Hill and Grima  
Employee organization: Teamsters Union Local 542
3. CONFERENCE WITH LEGAL COUNSEL – INITIATION OF LITIGATION  
Pursuant to paragraph (4) of subdivision (d) of Government Code Section § 54956.9 (one potential cases)
4. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Gov. Code section 54957(b)(1).) (the performance of an existing employee) Title: General Manager and Secretary of the Board

**H. ANNOUNCEMENTS:**

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

**I. ADJOURNMENT:**

**NEXT REGULAR BOARD MEMBER MEETING ADJOURNED TO: MARCH 30, 2019 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.