

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: September 14, 2020
Where: SCWD Office, 1898 W. Main Street, Seeley CA 92273
Time: 6:00PM

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

- A. CALL TO ORDER
PLEDGE OF ALLEGIANCE
QUORUM – ROLL CALL

- B. DISCUSSION OF AGENDA
 - 1. Items to be pulled from the Action Calendar.
 - 2. Items to be pulled from the Discussion Calendar.
 - 3. Emergency Items to be added.
 - 4. Approval of the agenda.

C. PUBLIC APPEARANCES

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

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

D.**REPORTS**

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

E.**CONSENT AGENDA**

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

1. Demands (Accounts Payable)
2. Approval of Minutes: A. REGULAR MEETING: August 10, 2020
3. Authorize up to 4 Administrative days for the President of the Board for the month of *August 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 **\$2,600** (tax and freight included).
acct: operator *supplies - water*
5. Approve GM, to subscribe to "push talk services=walkie talkie" for 1-year with VERIZON, the monthly fee is \$5.00 per phone x 5 = \$25. Total does not exceed \$25 a month. Fiscal impact **\$250** increase to budget category.
acct: *covid – safety equipment*
6. Approve GM, the purchase and installation of 2-windows between GM/Clerk Office & GM/Conference Room. Total not to exceed in the amount of **\$500** acct: *covid – construction*
7. Approve CPO the purchase of the following three items from USA Bluebook total not to exceed in the amount of **\$3,224.76** (includes est. tax + shipping)
 - 1) 1 liter of pH electrode storage solution from USA Bluebook. **\$46.95**
For use with the pH probes at the WTP/WWTP. The use of this solution prevents early probe failure.
 - 2) Calibration kit for the WTP handheld turbidity analyzer from USA Bluebook. **\$265.85** To replace existing calibration kits as they expire
 - 3) An HF Scientific MTOL turbidimeter from USA Bluebook. **\$2,672.85**

This analyzer will be held as a spare for direct replacement of any failure that may happen. Currently we have 4 of these style HF Scientific turbidimeters installed at the WTP. One is a brand-new unit and the other 3 are older models that have had individual components replaced. We have no spares on hand.

7. Approve CPO the purchase of 2 tires for Truck #1 from Discount Tires. Total not to exceed in the amount of **\$222.30** (includes disposal fees and tax)
8. Approve CPO the purchase of one seat (\$203.95) and one pad (\$260.05) for our backhoe. Installation of the pad/seat will be done in-house by our staff. Total not to exceed in the amount of **\$499.96** (includes taxes) Currently our backhoe seat/pad is very worn with the interior stuffing coming apart and falling off through the holes that have developed in the upholstery
9. Approve GM the reimbursement of grade T# renewal fee to Aaron Garcia in the amount of **\$90.00**
10. Approve GM the reimbursement of mileage to Nancy Obeso in the amount of **\$9.49**
11. Approve CPO the purchase of 1 electric valve actuator to be used as a direct replacement of failed actuator on the WWTP unit #2 filter. Purchase will be from Caltrol in the amount of **\$2,000.00** (price includes est. tax + shipping)

F. DISCUSSION/ACTION

F-1. SUBJECT: DISCUSSION/DIRECTION: SEELEY COUNTY WATER DISTRICT GENERAL COUNSEL PROFESSIONAL SERVICES

1. AUTHORIZATION TO NOTICE SOLICITATION OF PROPOSALS FOR DISTRICT GENERAL COUNSEL PROFESSIONAL SERVICES FOR SEELEY COUNTY WATER DISTRICT
2. APPROVE PUBLISHING OF NOTICE OF RFP FOR TWO WEEKS, NOT TO EXCEED IN THE AMOUNT OF **\$200**

F-2. SUBJECT: DISCUSSION/ACTION: SEELEY COUNTY WATER DISTRICT BOARD COOPERATE WITH IMPERIAL COUNTY SO PUBLIC BENEFIT FUNDS WILL BE USED FOR PAYMENT OF ENERGY BILL (STREET LIGHTS) TO THE IMPERIAL IRRIGATION DISTRICT

1. APPROVE RESOLUTION 091420-01
2. REPEAL RESOLUTION 032519-01
3. AUTHORIZE THE PRESIDENT AND GENERAL MANAGER TO SIGN SUCH AGREEMENT WITH THE COUNTY FOR PAYMENT OF ENERGY BILL, FUNDS FROM THE COMMUNITY BENEFIT FUND ARE EARMARKED FOR PAYMENT OF IID ENERGY BILL ACCOUNT 50019862 STARTING JANUARY 2020 THROUGH DECEMBER 2020

F-3. SUBJECT: DISCUSSION/ACTION: A RESOLUTION OF THE BOARD OF DIRECTORS OF SEELEY COUNTY WATER DISTRICT ESTABLISHING AND APPROVING A POLICY RE: SEWER LATERAL / CONNECTION MAINTENANCE AND REPAIR

1. APPROVE RESOLUTION 091420-02

2. APPROVE POLICY ESTABLISHING SEWER LATERAL /CONNECTIONS MAINTENANCE AND REPAIR

F-4. SUBJECT: DISCUSSION/ACTION: ASSESSMENT OF LATE FEES AND PENALTIES ASSOCIATED WITH DELINQUENT ACCOUNTS AND DISCONNECTIONS

1. APPROVE STRIKING THE WAIVER OF FEES
2. AUTHORIZE THE GENERAL MANAGER TO DIRECT STAFF TO COMMENCE THE ASSESSMENT OF FEES TO OVERDUE ACCOUNTS, AND OTHER FEES RELATED TO A DELINQUENT ACCOUNT OR PROVIDE ALTERNATIVE DIRECTION TO STAFF

F-5. SUBJECT: DISCUSSION/ACTION: 2020 LOCAL AGENCY BIENNIAL NOTICE AMENDMENT REQUIRED – CONFLICT OF INTEREST

1. AUTHORIZE THE PRESIDENT TO SIGN BIENNIAL NOTICE AS THE CHIEF EXECUTIVE OFFICER
2. AUTHORIZE THE GENERAL MANAGER TO SUBMIT THE BIENNIAL NOTICE STATING THAT AMENDMENT IS REQUIRED TO THE DESIGNATED POSITIONS AND CODE IS CURRENTLY UNDER REVIEW BY THE CODE REVIEWING BODY

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. **SUBJECT:** CONFERENCE WITH LABOR NEGOTIATORS (Section: §54957.6) Agency designated representatives: Ad-Hoc Committee, Directors Hill and Grima
Employee organization: Teamsters Union Local 542
2. **SUBJECT:** 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

H. ANNOUNCEMENTS:

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

I. ADJOURNMENT:

NEXT REGULAR BOARD MEMBER MEETING: TUESDAY, October 13, 2020 at 6:00 P.M.

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