

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: July 13, 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]

SEELEY COUNTY WATER DISTRICT BOARD CONVENES TO CLOSED SESSION AT 6:00 PM

A. 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

3. SUBJECT: **CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION**
Significant Exposure to Litigation Pursuant to Government Code Section §54956.9(b).
(two potential case)

4. SUBJECT: **CONFERENCE WITH LEGAL COUNSEL – INITIATION OF LITIGATION**
Pursuant to paragraph (4) of subdivision (d) of Government Code Section § 54956.9 (one potential case)
5. SUBJECT: **PUBLIC EMPLOYEE PERFORMANCE EVALUATION** (Gov. Code section 54957(b)(1).) (the performance of an existing employee) Title: General Manager and Secretary of the Board

SEELEY COUNTY WATER DISTRICT CONVENES TO OPEN SESSION AT 6:30 P.M.

- B. CALL TO ORDER
PLEDGE OF ALLEGIANCE
QUORUM – ROLL CALL
- C. 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.

D. 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.

E. REPORTS

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

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.

1. Demands (Accounts Payable) - July
Demands(Accounts Payable) – August
2. Approval of Minutes: A. REGULAR MEETING: June 8, 2020
B. ADJOURNED MEETING June 29, 2020
3. Authorize up to 4 Administrative days for the President of the Board for the month of *July 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 CPO the purchase of 2 blower filters for the water treatment plant TTHM aeration system from Cincinnati Fan. **\$1,085** (includes est. tax+ est. freight) acct: *repair & maintenance - water*
6. Approve CPO the purchase of parts for the maintenance of the WTP chlorine probe including the flow cell assembly, membrane replacement kit, and free chlorine electrolyte from Hach. Cost is **\$1,039.25** (includes est. tax + est. shipping) acct: *repair & maintenance - water*
7. Approve CPO the purchase of replacement gasket material from WesTech to be used under and around the unit 1 clarifier media retainer screens at the WTP. Cost is **\$450** (includes est. tax + est. shipping) acct: *repair & maintenance - water*
8. Approve CPO the purchase of at least one 6" Bray valve on/off electric actuator assembly to be used as a direct replacement for the failed valve on the WTP unit 1 backwash water line. Cost for one valve is \$1,596. Cost for 2 valves is **\$3,192** (pricing includes taxes but not shipping charges) acct: *repair & maintenance - water*

G.	DISCUSSION/ACTION
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G-1. SUBJECT: DISCUSSION/ACTION: CONSIDER APPROVAL OF 2019-21 AGREEMENT BETWEEN SEELEY COUNTY WATER DISTRICT AND TEAMSTERS UNION 542

1. APPROVE MOU AGREEMENT AS PRESENTED

G-2. SUBJECT: DISCUSSION/ACTION: AMENDING AUTHORIZING RESOLUTION DESIGNATING AND DIRECTING AN AUTHORIZED REPRESENTATIVE TO APPLY FOR, MAKE CERTAIN REPRESENTATIONS REGARDING, AND ACCEPT FINANCIAL ASSISTANCE FROM THE STATE WATER RESOURCES CONTROL BOARD AND SEELEY COUNTY WATER DISTRICT FOR THE WASTEWATER TREATMENT PLANT IMPROVEMENTS

1. APPROVE RESOLUTION 071320-01
2. REPEAL RESOLUTION 111218-01

G-3. SUBJECT: DISCUSSION/ACTION: **FISCAL AGREEMENT BY AND BETWEEN SEELEY COUNTY WATER DISTRICT AND CALIFORNIA STATE WATER RESOURCES CONTROL BOARD FOR PROJECT NO. C-06-8481-110 THE WASTEWATER TREATMENT PLANT IMPROVEMENTS**

1. AUTHORIZE PRESIDENT AND GENERAL MANAGER AS SECRETARY OF THE BOARD TO SIGN FUNDING AGREEMENT(S) IN THE AMOUNT OF \$500,000 FOR THE DESIGN AND ENGINEERING OF THE PROJECT
2. AUTHORIZE AND APPROVE GENERAL MANAGER AS SECRETARY OF THE BOARD TO CONDUCT ALL NEGOTIATIONS, SIGN AND SUBMIT ALL DOCUMENTS, APPLICATIONS, AMENDMENTS, AND PAYMENT REQUESTS RELATING TO THE WASTEWATER TREATMENT IMPROVEMENT PROJECT PROCESS

G-4. SUBJECT: DISCUSSION/ACTION: **APPROVE TERMS OF ENGAGEMENT BETWEEN GEORGE J. WOO, CERTIFIED PUBLIC ACCOUNTANT AND SEELEY COUNTY WATER DISTRICT FOR 2019-20 FISCAL AUDIT**

1. APPROVE TERMS AS PRESENTED TO CONDUCT AUDIT FOR THE FISCAL YEAR 2019-20
2. APPROVE SERVICES NOT TO EXCEED IN THE AMOUNT OF \$7500
3. FISCAL AUDIT TO COMMENCE SEPTEMBER 2020

G-5. SUBJECT: DISCUSSION/ACTION: **CDBG WATER PIPELINE (DISTRIBUTION) IMPROVEMENT PROJECT – EXPOSED PIPES**

1. STAFF SEEKING DIRECTION TO PURCHASE TARPS OR NOT
2. POTENTIAL EXTRA “X” EXPENSE TO THE DISTRICT

G-6. SUBJECT: DISCUSSION/ACTION: **2020 LAFCO SPECIAL DISTRICT INFORMATION SURVEY**

1. STAFF IS SEEKING ADDITIONAL COMMENTS FROM THE BOARD TO INCLUDE IN THE SURVEY THAT ARE PROBLEMS OR AREAS OF CONCERNS THE DISTRICT MAY HAVE

G-7. SUBJECT: DISCUSSION/ACTION: **UPGRADE FIVE VERIZON CELL PHONES FOR ALL OPERATORS AND EVALUATE NON-OPERATOR CELL PHONES**

1. APPROVE UPGRADE OF CELL PHONES OR NOT
2. AUTHORIZE THE GENERAL MANAGER TO MAKE THE NECESSARY ADJUSTMENTS TO THE VERIZON PLAN

G-8. SUBJECT: DISCUSSION/ACTION: **EVALUATION OF ATTORNEY’S BOOKKEEPING-DENISE RODGERS**

1. APPROVE ADJUSTMENT TO ATTORNEY’S BOOKKEEPING SERVICES IN LIGHT OF COVID-19
2. AUTHORIZE THE GENERAL MANAGER TO COMMENCE CHANGE, EFFECTIVE AUGUST 1, 2020

G-9. SUBJECT: DISCUSSION/ACTION: **WASTEWATER TREATMENT PLANT FACILITY ALTERNATIVE TO TREATING ALGAE**

1. SEEKING BOARD DIRECTION TO APPROVE EITHER A PURCHASE IN THE AMOUNT OF \$906 AND/OR UP TO \$24,704 FOR TARPS OR SHADE BALL COVERS

G-10. SUBJECT: DISCUSSION/ACTION: **SEELEY COUNTY WATER DISTRICT AUTHORIZING THE EXTENSION OF WATER SERVICES**

1. APPROVE EXTENSION OF TEMPORARY WATER TO ENERGY ADVANTAGE SOLAR
2. DESIGNATE THE GENERAL MANAGER TO CONDUCT ALL NEGOTIATIONS, SIGN AND SUBMIT ALL DOCUMENTS, LETTERS, APPLICATIONS REGARDING EXTENSION OF WATER, BETWEEN LAFCO AND SEELEY COUNTY WATER DISTRICT

H. ANNOUNCEMENTS:

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

I. ADJOURNMENT:

NEXT REGULAR BOARD MEMBER MEETING: August 10, 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.

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.