

# MINUTES OF A REGULAR BOARD MEETING

June 19, 2018 at 6:00 P.M.

**Directors Present:**

Jay Bogh, President  
Bruce Granlund, Vice President  
Lonni Granlund, Director  
Chris Mann, Director  
Tom Shalhoub, Director

**Staff Present:**

Joseph Zoba, General Manager  
Allison Edmisten, Chief Financial Officer  
Mike Kostelecky, Operations Manager  
Kathryn Hallberg, Management Analyst  
Matthew Porras, Management Analyst  
Kevin Lee, Interim Operations Manager  
Chelsie Fogus, Engineering Tech I

**Directors Absent:**

None

**Consulting Staff Present:**

David Wysocki, Legal Counsel

**Registered Guests and Others Present:**

Linda Shelton, Customer  
David Duron, Customer  
David Dazlich, Riverside County Chapter of the Building Industry Association  
Lennard Stephenson, San Gorgonio Pass Water Agency

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**CALL TO ORDER**

The regular meeting of the Board of Directors of the Yucaipa Valley Water District was called to order by Director Jay Bogh at 6:00 p.m. at the Administrative Office Building, 12770 Second Street, Yucaipa, California.

**FLAG SALUTE**

Director Jay Bogh led the pledge of allegiance.

**ROLL CALL**

The roll was called with Director Jay Bogh, Bruce Granlund, Director Lonni Granlund, Director Chris Mann and Director Tom Shalhoub present.

**PUBLIC COMMENTS**

None

CONSENT CALENDAR

The minutes for the regular board meeting were amended and Director Chris Mann moved to approve the consent calendar and Director Tom Shalhoub seconded the motion.

A. Minutes of Meetings

- Regular Board Meeting – June 5, 2018
- Board Workshop – June 12, 2018

B. Payment of Bills

- Approve/Ratify Invoices for Board Awarded Contracts
- Ratify General Expenses for May 2018

The motion was approved by the following vote:

Director Jay Bogh - Yes  
Director Bruce Granlund - Yes  
Director Lonni Granlund - Yes  
Director Chris Mann - Yes  
Director Tom Shalhoub - Yes

STAFF REPORT

A staff report was not provided at this meeting.

DISCUSSION ITEMS:

DM 18-088

CONSIDERATION OF  
INSURANCE POLICIES  
FOR FISCAL YEAR  
2019

Implementation Manager Kathryn Hallberg presented information and the board members deliberated insurance related issues.

Director Lonni Granlund moved that the Board authorize the District staff to contract with Inland Counties Insurance Services Brokerage for a sum not to exceed \$211,825. Director Bruce Granlund seconded the motion.

The motion was approved by the following vote:

Director Jay Bogh -Yes  
Director Bruce Granlund - Yes  
Director Lonni Granlund - Yes  
Director Chris Mann - Yes  
Director Tom Shalhoub - Yes

DM 18-089

PRESENTATION OF  
THE UNAUDITED  
FINANCIAL REPORT  
FOR THE PERIOD  
ENDING ON MAY 31,  
2018

Chief Financial Officer Allison Edmisten discussed the unaudited financial report for the period ending on May 31, 2018.

Director Bruce Granlund moved that the Board receive and file the unaudited financial report. Director Chris Mann seconded the motion.

The motion was approved by the following vote:

Director Jay Bogh - Yes  
Director Bruce Granlund - Yes  
Director Lonni Granlund - Yes  
Director Chris Mann - Yes  
Director Tom Shalhoub - Yes

DM 18-090

ADOPTION OF  
RESOLUTION NO.  
2018-20 ESTABLISHING  
THE APPROPRIATION  
LIMIT FOR FISCAL  
YEAR 2018-19

Chief Financial Officer Allison Edmisten discussed the appropriation limitation for fiscal year 2018-19.

Director Lonni Granlund moved that the Board adopt Resolution No. 2018-20. Director Bruce Granlund seconded the motion.

The motion was approved by the following vote:

Director Jay Bogh - Yes  
Director Bruce Granlund - Yes  
Director Lonni Granlund - Yes  
Director Chris Mann - Yes  
Director Tom Shalhoub - Yes

DM 18-091

IDENTIFICATION AND  
DECLARATION OF BAD  
DEBT FOR CALENDAR  
YEAR 2016

Chief Financial Officer Allison Edmisten discussed the identification and declaration of bad debt for calendar year 2016.

Director Tom Shalhoub moved that the Board authorize the District staff to declare bad debt for Calendar Year 2016 in the amount of \$20,578.19. Director Chris Mann seconded the motion.

The motion was approved by the following vote:

Director Jay Bogh - Yes  
Director Bruce Granlund - Yes  
Director Lonni Granlund - Yes  
Director Chris Mann - Yes  
Director Tom Shalhoub - Yes

DM 18-092

CONSIDERATION OF  
APPROVING A  
GOVERNMENT  
ACCOUNTING  
SOFTWARE &  
SERVICES  
AGREEMENT

Chief Financial Officer Allison Edmisten discussed the need to implement new accounting software with Caselle software.

Director Lonni Granlund moved to authorize the General Manager to Execute an Agreement with Caselle for software services in the amount of \$158,515. Director Bruce Granlund seconded the motion.

The motion was approved by the following vote:

Director Jay Bogh - Yes  
Director Bruce Granlund - Yes  
Director Lonni Granlund - Yes  
Director Chris Mann - Yes  
Director Tom Shalhoub - Yes

DM 18-093

CONSIDERATION OF  
AN AGREEMENT TO  
PURCHASE INLAND  
EMPIRE BRINE LINE  
CAPACITY FROM THE  
SAN BERNARDINO  
VALLEY MUNICIPAL  
WATER DISTRICT

General Manager Joseph Zoba discussed the need to purchase additional brine pipeline capacity from the San Bernardino Valley Municipal Water District.

Director Tom Shalhoub moved that the Board authorize the General Manager to execute an agreement for the purchase of 0.148 MGD of brineline pipeline capacity. Director Chris Mann seconded the motion.

The motion was approved by the following vote:

Director Jay Bogh - Yes  
Director Bruce Granlund - Yes  
Director Lonni Granlund - Yes  
Director Chris Mann - Yes  
Director Tom Shalhoub - Yes

DM 18-094

CONSIDERATION OF  
AN AGREEMENT FOR A  
PIPELINE  
REPLACEMENT WITH  
THE LESSEE OF  
ASSESSOR'S PARCEL  
NUMBER 0303-175-39

Implementation Manager Matthew Porras provided an overview of the agreement for a pipeline replacement on Assessor's Parcel Number 0303-175-39.

Director Bruce Granlund moved that the Board authorize the General Manager to execute the Agreement with Citibank. Director Chris Mann seconded the motion.

The motion was approved by the following vote:

Director Jay Bogh - Yes  
Director Bruce Granlund - Yes  
Director Lonni Granlund - Yes  
Director Chris Mann - Yes  
Director Tom Shalhoub - Yes

DM 18-095

CONSIDERATION OF A  
CONTRACT FOR THE  
YUCAIPA CREEK  
EROSION CONTROL  
PROJECT

Implementation Manager Matthew Porras discussed the proposed contract for improvements necessary as part of the Yucaipa Creek Erosion Control Project.

Director Chris Mann moved that the Board authorize the Board President to execute a contract with Rock Structures Construction Company for a sum not to exceed \$27,500. Director Bruce Granlund seconded the motion.

The motion was approved by the following vote:

Director Jay Bogh - Yes  
Director Bruce Granlund - Yes  
Director Lonni Granlund - Yes  
Director Chris Mann - Yes  
Director Tom Shalhoub - Yes

DM 18-096

DISCUSSION  
REGARDING  
RESOLUTION NO.  
2018-05 REGARDING  
GUIDELINES FOR  
MEMBERS OF THE  
BOARD OF DIRECTORS

The board members discussed specific issues and concerns that were considered to be contrary to Resolution No. 2018-05 Regarding Guidelines for Member of the Board of Directors.

The discussion by the board members did not result in any reportable actions or direction to District staff.

BOARD REPORTS AND  
DIRECTOR COMMENTS

- Director Tom Shalhoub reported on the San Gorgonio Pass Regional Water Alliance meeting on May 23, 2018.
- Director Chris Mann and Director Bruce Granlund reported on the Beaumont Basin Watermaster meeting on June 6, 2018.
- Director Bruce Granlund reported on the San Gorgonio Pass Water Agency Engineering Workshop on June 11, 2018.
- Director Chris Mann reported on the South Mesa Mutual Water Company meeting on June 13, 2018.
- Director Chris Mann and Director Bruce Granlund reported on the San Bernardino Valley Municipal Water District Advisory Commission on June 14, 2018.
- Director Chris Mann reported on the Building Industry Association Conference on June 15, 2018.
- Director Chris Mann, Director Lonni Granlund, and Director Bruce Granlund reported on the Association of San Bernardino County Special Districts meeting on June 18, 2018.
- Director Tom Shalhoub reported on the Calimesa City Council Meeting.

ANNOUNCEMENTS

Director Jay Bogh called attention to the announcements listed on the agenda.

ADJOURNMENT

The meeting was adjourned at 6:40 p.m.

Respectfully submitted,

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Joseph B. Zoba, Secretary

(Seal)