

# MINUTES OF A REGULAR BOARD MEETING

January 21, 2020 at 6:00 P.M.

**Directors Present:**

Chris Mann, President  
Bruce Granlund, Vice President  
Jay Bogh, Director  
Lonni Granlund, Director  
Joyce McIntire, Director

**Staff Present:**

Erin Anton, Administrative Supervisor  
Jennifer Ares, Water Resource Manager  
Allison Edmisten, Chief Financial Officer  
Ashley Gibson, Regulatory Compliance Manager  
Kathryn Hallberg, Implementation Manager  
Mike Kostelecky, Operations Manager  
Matthew Porras, Implementation Manager  
John Wrobel, Public Works Manager  
Joseph Zoba, General Manager

**Directors Absent:**

None

**Consulting Staff Present:**

David Wysocki, Legal Counsel

**Registered Guests and Others Present:**

Dennis Miller  
Russel Roof  
George Sardeson  
Linda Shelton  
Rachael Gustuson, News Mirror  
Fermin Preciado, City of Yucaipa  
Leonard Stephenson, San Geronio 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 Chris Mann at 6:00 p.m. at the Administrative Office Building, 12770 Second Street, Yucaipa, California.

**FLAG SALUTE**

Director Chris Mann led the pledge of allegiance.

**ROLL CALL**

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

**PUBLIC COMMENTS**

George Sardeson discussed the receipt of a turn-off notice that was erroneously sent to some District customers as a result of a mailed billing limitation. A response to this issue was provided as part of the staff report.

## CONSENT CALENDAR

Director Lonni Granlund moved to approve the consent calendar and Director Joyce McIntire seconded the motion.

- A. Minutes of Meetings
  1. Regular Board Meeting - December 17, 2019
  2. Board Workshop - January 14, 2020
- B. Payment of Bills
  1. Approve/Ratify Invoices for Board Awarded Contracts
  2. Ratify General Expenses for December 2019

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 Joyce McIntire - Yes

## STAFF REPORT

General Manager Joseph Zoba discussed the following items:

- The District staff provided material in the meeting packet related to recent discussions about Senate Bill No. 50.
- Information about Per- and polyfluoroalkyl substances (PFAS) was discussed. The District continues to monitor for these man-made chemicals and has not found the compounds in the drinking water supply.
- The Yucaipa Sustainable Groundwater Management Agency will be meeting on Wednesday, January 22, 2020 at 10:00 am.

Chief Financial Officer Allison Edmisten provided information on the following item:

- A brief presentation was provided about the transition to monthly billing. Information was provided that showed customers receiving electronic statements received their recent billing statements, but a programming limitation reduced the number of mailed utility bills by about 4,500 for the month of December. This issue was identified and fully resolved prior the District staff being alerted of the mailing issue. The District staff continues to expand the features offered by our new utility billing program and will make every effort to implement the new features with minimal impact to our customers.

DISCUSSION ITEMS:

DM 20-001

PUBLIC HEARING -  
ADOPTION OF  
RESOLUTION NO. 2020-  
01 SETTING RATES,  
FEES, AND CHARGES  
FOR DRINKING WATER,  
SEWER, AND  
RECYCLED WATER  
SERVICE

General Manager Joseph Zoba and Chief Financial Officer Allison Edmisten provided a detailed overview of the drinking water, sewer and recycled water rate study and proposed resolution adjusting the District's rate schedule.

Following questions from the Board of Directors, the public hearing was opened at 6:30 p.m. Comments were provided by: Linda Shelton; Russel Roof; Fermin Preciado; and George Sardeson.

The public hearing was closed at 6:44 p.m.

The following board members provided statements and asked clarifying questions about the proposed rate resolution:

- Director Jay Bogh, Division 3;
- Director Bruce Granlund, Division 2;
- Director Joyce McIntire, Division 5;
- Director Lonni Granlund, Division 4; and
- Director Chris Mann, Division 1.

Following a brief discussion, Director Bruce Granlund moved that the Board adopt Resolution No. 2020-01 Setting Rates, Fees, and Charges for Drinking Water, Sewer, and Recycled Water Service.

Director Jay Bogh 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 - No  
Director Joyce McIntire - Yes

DM 20-002

CONSIDERATION OF  
DEVELOPMENT  
AGREEMENT NO. 2020-  
01 TO PROVIDE  
DRINKING WATER AND  
SEWER SERVICE TO  
13009 4<sup>TH</sup> STREET (APN  
0319-161-24) A 16 UNIT  
PRIVATE SINGLE LOT  
SUBDIVISION - YUCAIPA

Implementation Manager Matthew Porras provided an overview of Development Agreement No. 2020-01 for a 16-unit development on 4<sup>th</sup> Street, Yucaipa.

Director Lonni Granlund moved that the Board authorize the Board President to execute Development Agreement No 2020-01.

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 Joyce McIntire - Yes

DM 20-003

PRESENTATION OF THE  
UNAUDITED FINANCIAL  
REPORT FOR THE  
PERIOD ENDING ON  
DECEMBER 31, 2019

Chief Financial Officer Allison Edmisten presented the Unaudited Financial Report for the period ending on December 31, 2019.

Director Jay Bogh moved that the Board receive and file the unaudited financial report.

Director Lonni 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 Joyce McIntire - Yes

DM 20-004

CONSIDERATION TO  
MODIFY THE  
MICROFILTRATION  
DRAIN PIPING AT THE  
YUCAIPA VALLEY  
REGIONAL WATER  
FILTRATION FACILITY

Operations Manager Mike Kostelecky provided information about the proposed changes to the microfiltration drainage system at the Yucaipa Valley Regional Water Recycling Facility.

Director Jay Bogh moved that the Board authorize the General Manager to execute a contract for the drain modification with Pascal & Ludwig for a sum not to exceed \$9,968.

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 Joyce McIntire - Yes

DM 20-005

RATIFICATION OF  
AUTHORIZATION TO  
INSPECT THE INFLUENT  
PIPE AT THE YUCAIPA  
VALLEY REGIONAL  
WATER FILTRATION  
FACILITY

Operations Manager Mike Kostelecky provided information about the proposal to inspect the interior of the influent pipeline at the Yucaipa Valley Regional Water Recycling Facility.

Director Lonni Granlund moved that the Board ratify the influent pipe inspection by Harper & Associates Engineering Inc. for a sum not to exceed \$3,200.

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 Joyce McIntire - Yes

DM 20-006

RATIFICATION TO  
REPLACE THE  
DISSOLVED AIR  
FLOATATION (DAF)  
RECIRCULATION  
PUMPS AND MOTORS  
AT THE YUCAIPA  
VALLEY REGIONAL  
WATER FILTRATION  
FACILITY

Operations Manager Mike Kostelecky provided information about the proposal to replace the recirculation pumps for the dissolved air floatation tanks at the Yucaipa Valley Regional Water Recycling Facility.

Director Bruce Granlund moved that the Board ratify the replacement of the DAF motors and pumps with R.F. MacDonald Co. for a sum not to exceed \$13,775.

Director Lonni 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 Joyce McIntire - Yes

DM 20-007

REVIEW OF PROPOSED  
METER INSTALLATION  
COSTS FOR 2020

Implementation Manager Matthew Porras provided an overview of the updated drinking water and recycled water meter installation costs for 2020.

Director Joyce McIntire moved that the Board adopt Resolution No. 2020-02.

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 Joyce McIntire - Yes

DM 20-008

PREPARATION OF THE  
WILSON CREEK BASIN  
TRACER STUDY  
WORKPLAN

Water Resource Manager Jennifer Ares provided an overview of the additional costs associated with the preparation of the Wilson Creek Basin tracer study and the need to update the workplan.

Director Lonni Granlund moved that the Board authorize the General Manager to execute the Geoscience Budget Amendment for the Wilson Creek Basins Tracer Study Workplan for a sum not to exceed \$7,930.

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 Joyce McIntire - Yes

DM 20-009

PRESENTATION OF THE  
CONTINUING  
DISCLOSURE ANNUAL  
REPORT (CDAR)

Chief Financial Officer Allison Edmisten presented the Continuing Disclosure Annual Report.

Director Bruce Granlund moved that the Board receive and file the Continuing Disclosure Annual Report (CDAR).

Director Lonni 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 Joyce McIntire - Yes

DM 20-010

DISCUSSION  
REGARDING THE  
ASSIGNMENT OF  
INDIVIDUALS TO  
REPRESENT THE  
DISTRICT IN SMALL  
CLAIMS COURT

Chief Financial Officer Allison Edmisten presented Resolution No. 2020-03.

Director Joyce McIntire moved that the Board adopt Resolution No. 2020-03.

Director Lonni 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 Joyce McIntire - Yes

DM 20-011

DISCUSSION  
REGARDING THE  
REVIEW OF  
STATEMENT OF FACTS  
REQUIRED BY  
GOVERNMENT CODE  
SECTION 53051

Chief Financial Officer Allison Edmisten presented the Statement of Facts as required by Government Code Section 53051.

Director Lonni Granlund moved that the Board authorize the General Manager to file the Statement of Facts.

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 Joyce McIntire - Yes

DM 20-012

DISCUSSION  
REGARDING THE  
ADOPTION OF  
RESOLUTION NO. 2020-  
04 APPROVING AN  
INVESTMENT POLICY  
AND APPOINTMENT OF  
THE GENERAL  
MANAGER AS THE  
DISTRICT INVESTMENT  
OFFICER

Chief Financial Officer Allison Edmisten presented the Resolution No. 2020-04 Approving an Investment Policy and the Appointment of the General Manager as the District Investment Officer.

Director Bruce Granlund moved that the Board adopt Resolution No. 2020-04.

Director Joyce McIntire 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 Joyce McIntire - Yes

BOARD REPORTS AND  
DIRECTOR COMMENTS

The Board of Directors recommended that the District staff add Board Reports and Director Comments to workshop meeting agendas.

No additional reports or comments were provided.

ANNOUNCEMENTS

Director Chris Mann called attention to the announcements listed on the agenda.

CLOSED SESSION

A closed session was not conducted at this meeting.

ADJOURNMENT

The meeting was adjourned at 7:30 p.m.

Respectfully submitted,

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Joseph B. Zoba, Secretary

(Seal)