

MINUTES OF A SPECIAL BOARD MEETING - TELECONFERENCE

March 24, 2020 at 4:00 P.M.

Directors Present:

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

Staff Present:

Jennifer Ares, Water Resource Manager
Madeline Blua, Water Resource Specialist
Allison Edmisten, Chief Financial Officer
Chelsie Fogus, Administrative Assistant I
Ashley Gibson, Regulatory Compliance Manager
Kathryn Hallberg, Implementation Manager
Mike Kostelecky, Operations Manager
Tim Mackamul, 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:

Gil Navarro, San Bernardino Valley Municipal Water District
T. Milford Harrison, San Bernardino Valley Municipal Water District
Ron Duncan, San Gorgonio Pass Water Agency
Erica Gonzales, Beaumont Cherry Valley Water District
Logan Largent, Ortega Strategies Group

Due to the spread of COVID-19 and in accordance with the Governor's Executive Order N-29-20 (a copy of which was attached to the meeting agenda), the Yucaipa Valley Water District conducted this meeting by teleconference.

The meeting was available to the public by calling (888) 475-4499 using passcode 269-868-0464 and live presentation material was available at <https://zoom.us/j/2698680464>

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 4:00 p.m.

ROLL CALL

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

PUBLIC COMMENTS

Director Gil Navarro from the San Bernardino Valley Municipal Water District provided comments about the reliability and safety of imported water resources available to the Yucaipa Valley

Water District during the current state and federal emergency declarations.

Director Milford Harrison from the San Bernardino Valley Municipal Water District provided comments about the positive working relationship of the staff members and board members from the two agencies.

Director Ron Duncan from the San Geronio Pass Water Agency (SGPWA) provided information about the SGPWA office being closed to the public, and that there has not been an impact to imported water deliveries in the Pass area.

CONSENT CALENDAR

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

- A. Minutes of Meetings
 1. Regular Board Meeting - February 18, 2020
 2. Board Workshop - February 25, 2020
 3. Board Workshop - March 10, 2020
- B. Payment of Bills
 1. Approve/Ratify Invoices for Board Awarded Contracts
 2. Ratify General Expenses for February 2020

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 provided information on the following item(s):

- The District has completed the installation of the Forsta Filters at the Yucaipa Valley Regional Water Filtration Facility. These pre-filters were installed upstream of the microfiltration membranes.
- The District staff completed the installation of the Pall microfiltration membranes at the Yucaipa Valley Regional Water Filtration Facility. The new membranes have significantly reduced the operating pressure of this filtration process.
- The Wochholz Regional Water Recycling Facility and the Yucaipa Valley Regional Water Filtration Facility utilize several barriers of membrane protection to provide safe drinking water and recycled water to the community.

- The District staff has been doing an amazing job while under new work guidelines related to the coronavirus situation.

Legal Counsel David Wysocki provided information about Governor Newsom’s Executive Order N-29-20 and also shared suggestions about conducting an efficient teleconference meeting.

DISCUSSION ITEMS:

DM 20-024

CONSIDERATION OF RESOLUTION NO. 2020-15 PROCLAIMING A LOCAL EMERGENCY RELATED TO THE CORONAVIRUS AND COVID-19 IN THE YUCAIPA VALLEY WATER DISTRICT SERVICE AREA WITHIN THE COUNTIES OF RIVERSIDE AND SAN BERNARDINO

General Manager Joseph Zoba provided an overview of the current coronavirus and COVID-19 situation and discussed the importance of Resolution No. 2020-15.

Director Jay Bogh moved that the Board adopt Resolution No. 2020-15.

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 20-025

APPROVAL OF RESOLUTION NO. 2020-16 REDESIGNATING THE TIME AND PLACE FOR HOLDING REGULAR MEETINGS OF THE BOARD OF DIRECTORS

General Manager Joseph Zoba discussed the need to proactively conduct weekly board meetings to provide maximum flexibility to act quickly if the COVID-19 issue impacts the District staff or community.

Director Bruce Granlund moved that the Board adopt Resolution No. 2020-16.

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

DM 20-026

CONSIDERATION OF
RESOLUTION NO. 2020-
17 UPDATING THE
AUTHORIZED
SIGNATORIES FOR
BANK OF AMERICA
ACCOUNTS

Chief Financial Officer Allison Edmisten discussed the process to update the authorized signatures forms with Bank of America.

Director Joyce McIntire moved that the Board approve Resolution No. 2020-17.

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 20-027

CONSIDERATION OF
CHANGE ORDER NO. 2
AND NOTICE OF
COMPLETION FOR THE
CONTRACT WITH
INLAND POTABLE
SERVICES FOR THE
INSPECTION AND
CLEANING OF DISTRICT
RESERVOIRS AND
FACILITIES

Operations Manager Mike Kostelecky discussed the reservoir cleaning contract with Inland Potable Services.

Director Lonni Granlund moved that the Board authorize the General Manager to execute Change Order No. 2 for a sum of \$23,149 and file the Notice of Completion.

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 20-028

RATIFICATION OF A
CHANGE ORDER FOR
THE LABORATORY
REMODEL PROJECT

Regulatory Compliance Manager Ashley Gibson provided information about the improvements to the laboratory at the Wochholz Regional Water Recycling Facility.

Director Bruce Granlund moved that the Board ratify the Change Order from LCS for an amount of \$3,529.

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 20-029

CONSIDERATION TO
SOLICIT INSURANCE
COVERAGE COSTS
FROM ALLIANT
INSURANCE SERVICES

Implementation Manager Kathryn Hallberg provided a recommendation to solicit a proposal for insurance coverage from Alliant Insurance Services.

Director Bruce Granlund moved that the Board direct the General Manager to solicit a proposal from Alliant Insurance Services for bundled insurance coverage.

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 - Yes
Director Joyce McIntire - Yes

DM 20-030

RATIFICATION OF A
MEMORANDUM OF
UNDERSTANDING WITH
STATE OF CALIFORNIA
DEPARTMENT OF
FORESTRY AND FIRE
PROTECTION TO
PROVIDE SITE
MAINTENANCE

Implementation Manager Matthew Porras provided a summary of the contract with the Department of Forestry for the cleanup and abatement of vegetation on various District properties.

Director Jay Bogh moved that the Board ratify the Memorandum of Understanding with the State of California Department of Forestry and Fire Protection.

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 20-031

DISCUSSION
REGARDING THE
ADOPTION OF AN
UPDATED PERSONNEL
MANUAL FOR THE
YUCAIPA VALLEY
WATER DISTRICT

Chief Financial Officer Allison Edmisten provided a brief overview of the changes to the District's Personnel Manual.

Director Lonni Granlund moved that the Board, by minute order, adopt the proposed Personnel Manual.

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 20-032

CONSIDERATION OF
RESOLUTION NO 2020-
18 APPROVING THE
NOTICE OF EXEMPTION
FOR THE INTERSTATE
10 DUNLAP SEWER
CROSSING

Water Resource Manager Jennifer Ares and Implementation
Manager Matthew Porras provided information about the Notice
of Exemption for the I-10 Dunlap Sewer Crossing.

Director Joyce McIntire moved that the Board adopt Resolution
No. 2020-18.

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 20-033

RATIFICATION OF
ELECTRICAL SERVICE
AUTHORIZATION FOR
IMPROVEMENTS AT
DRINKING WATER
RESERVOIR R-18.4

Implementation Manager Matthew Porras explained the benefit
of installing electrical service to Reservoir R-18.4 in the Hidden
Meadows area.

Director Joyce McIntire moved that the Board ratify the
authorization for Titan Electric to install electrical service at
Reservoir R-18.4 for a sum not to exceed \$79,750.

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 20-034

PRESENTATION OF THE
FEBRUARY 2020
OPERATIONAL REPORT

General Manager Joseph Zoba provided a few sample graphs
from the Operational Report.

Director Lonni Granlund moved that the Board receive and file
the Operational Report.

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

BOARD REPORTS AND
DIRECTOR COMMENTS

None.

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 4:45 p.m.

Respectfully submitted,

Joseph B. Zoba, Secretary

(Seal)