

MINUTES OF A BOARD MEETING - TELECONFERENCE

May 12, 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
Dustin Hochreiter, Senior Engineering Technician
Tim Mackamul, Operations Manager
Matthew Porras, Implementation Manager
Mike Rivera, Public Works Supervisor
Charles Thomas, Operations 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:

Ron Duncan, San Gorgonio Pass Water Agency
Leonard Stephenson, San Gorgonio Pass Water Agency
Logan Largent, Ortega Strategies Group
Bassam Alzamar

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 676-950-731 and live presentation material was available at <https://zoom.us/j/676950731>.

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

Leonard Stephenson provided comments about Director Bruce Granlund retiring from the Yucaipa Valley Water District Board of Directors. Mr. Stephenson wished Mr. Granlund the best in his future endeavors.

CONSENT CALENDAR

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

A. Minutes of Meetings

1. Board Meeting - May 5, 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 Yucaipa Valley Water District has posted and advertised the Notice of Board Vacancy for Division 2. At this time, the District has not received any applications for the position of Director for Division 2.
- The Yucaipa Valley Water District's Recycled Water Fill Station continues to be a popular source of recycled water for irrigation uses. As of April 30, 2020, the District provided 1.75 million gallons of recycled water from this facility for use throughout the community.
- The Beaumont Cherry Valley Water District will be conducting a meeting on May 13, 2020. During this meeting, the BCVWD Board of Directors will be discussing the annexation of the Riedman Property in Calimesa.

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

- On May 7, 2020, the Yucaipa Valley Water District started to use Nexa as an after-hours answering service. The services provided by Nexa include an online portal to review phone messages as they are received which is a useful way to view issues and respond to customers after normal working hours.
- The District plans to conduct the annual budget review on June 2, 2020 and June 9, 2020.

DISCUSSION ITEMS:

DM 20-067

STATUS REPORT
REGARDING THE
PROCLAMATION OF 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.

As of May 11, 2020, there are currently 186 confirmed COVID-19 cases with 22 related deaths in the City of Yucaipa, and 17 confirmed cases in the City of Calimesa with 1 confirmed death, a change over the past week from 175 and 16 confirmed cases, respectively.

On May 5, 2020, the District staff opened the office to customers. The District has implemented the standard safeguards to protect employees and the public.

Most of the District staff are working 10-hour days, Monday through Thursday. The District office is closed on Fridays.

Water Treatment and Sewer Treatment staff members are working their usual schedules to provide daily coverage at the treatment facilities.

Online board meetings will continue to be conducted each week to make sure the District can quickly respond and adapt to changes in the current situation. Weekly board meetings also provide an opportunity for the public to participate and learn more about the water and sewer systems providing service to the community.

DM 20-068

PRESENTATION OF THE
UNAUDITED FINANCIAL
REPORT FOR THE
PERIOD ENDING ON
APRIL 30, 2020

Chief Financial Officer Allison Edmisten provided an overview of the unaudited financial report

Director Lonni Granlund moved that the Board receive and file the unaudited financial 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

DM 20-069

ADOPTION OF THE 2020
STRATEGIC
PRIORITIES, GOALS
AND OBJECTIVES

General Manager Joseph Zoba provided an overview of the 2020 strategic goals set by the Board of Directors.

Director Bruce Granlund moved that the Board, by minute order, adopt the 2020 strategic planning priorities.

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 20-070

STATUS REPORT ON
THE ADVANCED
METERING
INFRASTRUCTURE
PROJECT

Implementation Manager Kathryn Hallberg provided a detailed overview of the Advanced Metering Infrastructure Project.

The AMI Project continues to be ahead of schedule and financial grant reimbursements continue to be submitted and paid by the US Bureau of Reclamation.

DM 20-071

STATUS REPORT OF
ELECTRICAL SERVICE
FOR IMPROVEMENTS
AT DRINKING WATER
RESERVOIR R-18.4

Implementation Manager Matthew Porras provided a detailed overview of the electrical conduit installation at Reservoir R-18.4.

By adding electrical power to this facility, the District will be able to activate the AMI data collection antennae at the reservoir site.

DM 20-072

STATUS REPORT OF
THE REPLACEMENT OF
THE DRINKING WATER
RESERVOIR R-16.6 -
CALIMESA

Implementation Manager Matthew Porras provided a detailed overview of the Reservoir R-18.4 reconstruction project.

The reservoir shell is being installed and the second level of panels should be completed by the end of the week.

DM 20-073

CONSIDERATION OF A
DESIGN-BID CONTRACT
WITH SEPARATION
PROCESSES FOR
SECONDARY
TREATMENT PROCESS
IMPROVEMENTS AT
THE WOCHHOLZ
REGIONAL WATER
RECYCLING FACILITY

General Manager Joseph Zoba provided an overview of the proposed secondary treatment enhancements at the Wochholz Regional Water Recycling Facility.

Director Jay Bogh moved that the Board authorize the General Manager to enter into a contract with Separation Processes for a sum not to exceed \$158,753.

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 20-074

CONSIDERATION OF A
PROPOSED
ENVIRONMENTAL
LIABILITY INSURANCE
POLICY

Implementation Manager Kathryn Hallberg provided the options for the environmental liability insurance policies associated with the brineline and sewer system.

Director Lonni Granlund moved that the Board authorize the General Manager to execute the necessary documents for environmental liability insurance policy coverage from Alliant for the amount not to exceed \$42,805.

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 20-075

CONSIDERATION OF
RESOLUTION NO. 2020-
25 RECOGNIZING AND
HONORING DIRECTOR
BRUCE GRANLUND FOR
HIS LEADERSHIP,
DEDICATION AND
SERVICE TO THE
COMMUNITY

General Manager Joseph Zoba provided an overview of Resolution No. 2020-25 recognizing the two decades of service provided by Director Bruce Granlund.

Director Jay Bogh, Director Lonni Granlund, Director Chris Mann, and Director Joyce McIntire provided comments and thanked Director Granlund for his service to the community.

After several comments and accolades , Director Jay Bogh moved that the Board adopt Resolution No. 2020-25.

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

Director Bruce Granlund provided comments about his time as a member of the Board of Directors since December 23, 1998 and the changes that have taken place over the past two decades.

Director Lonni Granlund and Director Bruce Granlund reported on the City of Yucaipa Economic Development Advisory Commission meeting held on May 7, 2020.

ANNOUNCEMENTS

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

CLOSED SESSION

A closed session conference was not conducted at this meeting.

ADJOURNMENT

The meeting was adjourned at 5:15 p.m.

Respectfully submitted,

Joseph B. Zoba, Secretary

(Seal)