

MINUTES
REGULAR BOARD MEETING
of the
WEST VALLEY WATER DISTRICT
September 1, 2022

	Present	Excused	Absent
Board of Directors			
Channing Hawkins	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gregory Young	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dan Jenkins	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Angela Garcia	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Kelvin Moore	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Staff			
Van Jew	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Haydee Sainz	<input checked="" type="checkbox"/> Remote	<input type="checkbox"/>	<input type="checkbox"/>
Nancy M. Albitre	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Linda Jadeski	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jon Stephenson	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Joanne Chan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Albert Clinger	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jose Velasquez	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Socorro Pantaleon	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Legal Counsel			
Robert Tafoya	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Francisco Leal	<input checked="" type="checkbox"/> Remote	<input type="checkbox"/>	<input type="checkbox"/>

OPENING CEREMONIES

- Pledge of Allegiance – Director Dan Jenkins
- Opening Prayer – Christian Letuli, Grace Church
- Call to Order
- Roll Call of Board Members

ADOPT AGENDA

Vice President Gregory Young motioned to adopt the agenda and Director Dan Jenkins seconded the motion. The following vote was taken:

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Greg Young, Director
SECONDER:	Dan Jenkins, Director
AYES:	Kelvin Moore, Angela Garcia, Dan Jenkins, Gregory Young, Channing Hawkins
NOES:	None
EXCUSED:	None

PUBLIC PARTICIPATION

There were no public comments.

CONSENT CALENDAR

Vice President Gregory Young motioned to adopt the consent calendar and Director Kelvin Moore seconded the motion. The following vote was taken:

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Gregory Young, Director
SECONDER:	Kelvin Moore, Director
AYES:	Kevin Moore, Angela Garcia, Dan Jenkins, Gregory Young, Channing Hawkins
NOES:	None
EXCUSED:	None

1. August 4, 2022 - Minutes.
2. August 18, 2022 - Minutes.
3. Approval of Payment to Tyler Technologies, for Annual Maintenance and Support Fees, Invoice 025-391033; \$41,943.33.
4. Approval of a Three (3) Year Pricing Quote for Office 365 Licensing from CDW-G.
5. Consider the Replacement of the Electrified Locking Hardware for Five (5) Doors at the FBR.
6. July 2022 - Purchase Order Report.
7. Treasurer's Report - July 2022.
8. Cash Disbursements Report - July 2022.
9. Monthly Revenue & Expenditures Report - July 2022.
10. Funds Transfer - July 2022.
11. Transfer of Unclaimed Funds into District General Fund.

WVWD

Minutes: 9/1/22

12. Bond Counsel for the Oliver P. Roemer Water Filtration Facility Upgrades and Expansion Project.
13. Request for Fleet purchase with revised cost.
14. Community Sponsorship Form.
15. Social Media Policy.
16. Geotechnical Services for the Cactus Avenue Pipeline Project.
17. Professional Services for the Lord Ranch Facilities Project.
18. Blanket Purchase Order for Cold Mix Temporary Asphalt for Backfilling.
19. Reallocation of Task Budget and Activation of Contingency Funds for Carollo Engineers, Inc.
20. Nearmap License Renewal and Digital Elevation Model Agreement for our Geographic Information System.
21. Potential Annexation Into San Bernardino Valley Municipal Water District's Service Area.
22. Approval of Payment to Varner & Brandt, for Professional Services rendered on July 31, 2022, Account No. 23767-0000 July 31, 2022 Invoice \$147.20.
23. Approval of Payment to Leal - Trejo for Professional Services rendered in June 2022, Invoice No. 18931, 18933, 18934, 18930; totaling \$14,511.35.
24. Staffing Plan Amendment: Public Affairs Intern.
25. Sale of 24-inch Pipeline to the San Gabriel Valley Water Company.
26. Adopt Resolution No. 2022-23 A Resolution Of The Board Of Directors Of The West Valley Water District Proclaiming A Local Emergency, Ratifying The Proclamation Of A State Of Emergency By Governor Gavin Newsom On March 4, 2020, And Authorizing Remote Teleconference Meetings Of The Legislative Bodies Of West Valley Water District For The Period September 14, 2022, Through October 14, 2022, Pursuant To Brown Act Provisions.

BUSINESS MATTERS

1. Financial Impact of Emergency Resolution to Waive Late Fees & suspend turn-offs for non-payment.

President Hawkins requested an update and Van Jew, Acting General Manager introduced Jose Velasquez to give a brief presentation.

Mr. Jose Velasquez presented a PowerPoint presentation for the Financial Impact of Emergency Resolution to Waive Late Fees & Suspend Turn-offs for Non-payment.

WVWD

Minutes: 9/1/22

Mr. Velasquez notified the Board that the District has not collected revenue for delinquent charges and fees have added up to more than \$500,000 annually. Also, as of June 30, 2022, delinquent account receivables total \$1.3 million with over \$700,000 being delinquent and staff is recommending resuming and the practice of meter turn-offs and applying late fees for non-payment.

Vice President Gregory Young motioned to approve resuming the meter turn-offs and applying late fees for non-payment or late payment and Director Dan Jenkins seconded the motion. The following vote was taken:

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Gregory Young, Director
SECONDER:	Dan Jenkins, Director
AYES:	Dan Jenkins, Angela Garcia, Kevin Moore, Gregory Young, Channing Hawkins
NOES:	None
EXCUSED:	None

2. Server and Software Upgrade for Supervisory Control and Data Acquisition (SCADA) System.

Director Kelvin Moore motioned to approve staff's recommendation to retain Tesco Controls, Inc. in the amount of \$182,740.00 to perform the SCADA upgrade and update the server and software for the SCADA system and Director Angela Garcia seconded the motion. The following vote was taken:

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Kelvin Moore, Director
SECONDER:	Angela Garcia, Director
AYES:	Dan Jenkins, Angela Garcia, Kelvin Moore, Gregory Young, Channing Hawkins
NOES:	None
EXCUSED:	None

3. Governance: Bylaws & Board of Directors Handbook.

After a brief discussion the Board of Directors directed staff to continue this item to the next Board meeting and no vote was taken.

REPORTS – LIMITED TO 5 MINUTES MAXIMUM (Presentations or handouts must be provided to Board Members in advance of the Board Meeting).

1. Board Members

Director Angela Garcia stated the External Affairs Committee sent out Landscape postcards for September 17, 2022 event, at the West Valley Water District and will have additional community events that have been listed on the website.

President Channing Hawkins and Vice President Greg Young spoke on the passing of former President and Director Dr. Clifford Young and would like to adjourn the meeting in his honor.

2. General Manager

1. Mr. Van Jew, Acting General Manager notified the Board that Well 33 is being monitored due to perchlorate spike and will inform the Board of any changes.
2. Mr. Jew informed the Board that staff submitted a grant for Proposition 1 and was selected and recommended to be awarded \$315,000 for the Bloomington area. Notification of final grant approval will be in April 2023.

3. Legal Counsel

Legal Counsel, reported out of Closed Session stating that multiple items were considered; however, no reportable actions were taken.

CLOSED SESSION

- CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION - SIGNIFICANT EXPOSURE TO LITIGATION PURSUANT TO PARAGRAPH (2) OF SUBDIVISION (D) OF SECTION 54956.9(B): NUMBER OF CASES: TWO (3).
- CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION - PURSUANT TO PARAGRAPH ONE (1) OF SUBDIVISION (D) OF THE GOVERNMENT CODE SECTION 54956.9 CASE NAME: DIANA GUNN. VS. WEST VALLEY WATER DISTRICT, CASE NO. CIVSB2117195.
- CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION - PURSUANT TO PARAGRAPH ONE (1) OF SUBDIVISION (D) OF THE GOVERNMENT CODE SECTION 54956.9 CASE NAME: PATRICIA ROMERO VS. WEST VALLEY WATER DISTRICT, CASE NO. CIVDS2024402.
- CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION - PURSUANT TO PARAGRAPH ONE (1) OF SUBDIVISION (D) OF THE GOVERNMENT CODE SECTION 54956.9 CASE NAME: NAISHA DAVIS VS. WEST VALLEY WATER DISTRICT ET AL. CASE NO. 20STCV0323.
- CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION - PURSUANT TO PARAGRAPH ONE (1) OF SUBDIVISION (D) OF THE GOVERNMENT CODE SECTION 54956.9 CASE NAME: NADIA LOUKEH. VS WEST VALLEY WATER DISTRICT, CASE NO. CIVSB2116242.
- CONFERENCE WITH LEGAL COUNSEL - PUBLIC EMPLOYEE APPOINTMENT - PURSUANT TO GOVERNMENT CODE SECTION 54957, TITLE(S) CHIEF FINANCIAL OFFICER.

- CONFERENCE WITH LEGAL COUNSEL - PUBLIC EMPLOYEE APPOINTMENT - PURSUANT TO GOVERNMENT CODE SECTION 54957, TITLE(S) BOARD SECRETARY.

ADJOURN

There being no further business, the meeting adjourned at 7:28 p.m.

For 

Channing Hawkins
President of the Board of Directors
of West Valley Water District

ATTEST:



Nancy M. Albitre
Acting Board Secretary