



SUMMARY ACTION MINUTES
MALAGA COUNTY WATER DISTRICT
3580 SOUTH FRANK STREET
FRESNO, CALIFORNIA 93725
TUESDAY, NOVEMBER 24, 2009, 7:00 PM

1. **CALL TO ORDER:** President Garabedian call the Meeting to Order at 7:00 PM
2. **ROLL CALL:**
 - 2A. **Directors Present:** President Charles Garabedian, Jr., Vice President Salvador Cerrillo, Director Irma Castaneda, Director Frank Cerrillo, Jr., & Director Frank Soto
 - 2B. **Others Present:** Russ Holcomb, Neal Costanzo, & Veronica Calderon
3. **CERTIFICATION:** Certification is made that the agenda was posted 72 hours before the meeting
4. **PUBLIC COMMUNICATIONS:** Any member of the public may address the Malaga County Water District Board on item(s) of interest within the jurisdiction of the Board, not appearing on the agenda. The Board will listen to all communications; however, in compliance with the Brown Act, the Board cannot take action on items that are not on the agenda. Public may also address the Board on agenda items at the time they are addressed by the Board. Anyone wishing to speak is requested to wait until recognized by the Board President.
Public Speaker Limitations: Public speakers will be limited to five (5) minutes or less per individual/group per item per meeting.
No Public Communications were presented at this Meeting
5. **CORRESPONDENCE:**
Certificate of Election - MCWD Board of Directors: General Manager Reported that we received the Certificates of the re-elected Board Members. Brief Discussion Followed.
6. **REGULAR BUSINESS:**
 - 6A. **Minutes:**
Minutes of the Regular Board Meeting of Tuesday, 11/10/09
(Recommended Action: Approve Meeting Minutes, as Submitted or Modified)

CCGSC MOTION BY VICE PRESIDENT CERRILLO, SECONDED BY DIRECTOR CERRILLO, AND BY A 5-0 VOTE, APPROVED THE MINUTES OF THE REGULAR BOARD MEETING OF TUESDAY, 11/10/09, AS SUBMITTED

- 6B. **Bills Payable/Financial Statement:**
No Bills Payable/Financial Statement for this Meeting
- 6C. **MCWD Travel Expense Policy – Meals & Mileage:** The current MCWD Travel Expense Policy – Meals & Mileage will be reviewed & discussed.
(Recommended Action: Review/Discuss/Modify current MCWD Travel Expense Policy – Meals & Mileage, as Submitted or Modified)

- SCGCC MOTION BY DIRECTOR SOTO, SECONDED BY DIRECTOR CERRILLO, AND BY A 5-0 VOTE, APPROVED THE REVISED MCWD TRAVEL EXPENSE POLICY- MEALS & MILEAGE, AS MODIFIED**

7. **ENGINEER'S REPORT:**

7A. **Developments:**

3363 S. Golden State Blvd. – Mark Graham Property: Staff has prepared the appropriate Resolution and Sewer Deferral Agreement necessary for submittal to LAFCO. Staff is awaiting submittal of deposit to prepare necessary Legal Description and Operational Plan for submittal to LAFCO.

(Recommended Action: Informational – No Action Required)

Manager reported that Mr. Graham made a deposit of \$5,000 to prepare necessary Legal Description. Brief Discussion Followed.

7B. **CDBG Projects:**

1. **WWTP Sludge Drying Bed & Monitoring:** Design of the project is proceeding. It is anticipated to be submitted to the County for approval by the end of November, 2009.

(Recommended Action: Informational – No Action Required)

2. **Test Well #8:** The District forwarded the necessary information to the County for consideration to Award

(Recommended Action: Informational – No Action Required)

7C. **Wastewater:**

1. **WWTP – RWQCB Special Study Requirement:** The District received a letter regarding Special Studies required of the District. A summary of the status of the various studies has been submitted under separate cover. It is requested that the District provide direction regarding the schedule of physical improvements identified in previous correspondence so the RWQCB may be provided the information. It is also noted that the District and the City of Fresno have a meeting scheduled for November 23 to discuss the alternative of connecting the District with the City of Fresno sewer system.

If so directed, specific Task Orders will be submitted for Board approval to prepare the special studies required by the RWQCB. As noted previously, several of the studies have been performed under the on-going agreement for general engineering services however; these studies are beyond the terms of that agreement.

(Recommended Action: Direct staff regarding action on the special studies required by the RWQCB)

CSGCC MOTION BY VICE PRESIDENT CERRILLO, SECONDED BY DIRECTOR SOTO, AND BY A 5-0 VOTE, DIRECTED STAFF TO COMPLETE THE SPECIAL STUDIES AS REQUIRED BY THE RWQCB, AS SUBMITTED

2. **WWTP-RWQCB Special Studies Requirement:** One of the special studies required by the RWQCB is preparation of a Work plan for Ammonia Removal from the wastewater treatment plant effluent. Although the existing wastewater treatment plant removes ammonia to less than 1.0 mg/l, a Work plan has been prepared for District review and approval. The effluent requirements for the District effluent will be 0.4 mg/l beginning May, 2010. If approved, the Workplan should be submitted to the RWQCB for review and approval.

(Recommended Action: Consider the Work plan for Ammonia Removal, and if acceptable, direct staff to submit the Work plan to the RWQCB for review and approval)

SCGCC MOTION BY DIRECTOR SOTO, SECONDED BY DIRECTOR CERRILLO, AND BY A 5-0 VOTE, APPROVED THE WORK PLAN FOR AMMONIA REMOVAL, AND DIRECTED STAFF TO SUBMIT THE WORK PLAN TO THE RWQCB FOR REVIEW & APPROVAL

7. **ENGINEER'S REPORT – CONTINUED:**

7C. **Wastewater – Continued:**

3. **WWTP – UV Project:** The UV Disinfection project has placed the UV facilities into operation. A punch list to finalize the improvements is in the process of being prepared. The remaining facilities are expected to be complete in November, 2009. Final items are associated with electrical, instrumentation, and controls.
(Recommended Action: Informational – No Action Required)
4. **DAF & Secondary Clarifier Project:** The project remains on hold. Board voted to extend the commence date for an additional 90-days. Revised agreement pending.
(Recommended Action: Informational – No Action Required)

8. **RECREATION REPORT(S):**

8A. **Events Coordinator's Report:**

Toys for Tots - Announcement: The District will **not** be receiving Toys for Tots this year. The meetings were held earlier in the year. Notices were not sent out as in past years. We were referred to a website that continued to show under construction. They have so many agencies' applying that they gave no notice, by the time I was directed to the right person; they said it was too late. If you have any questions feel free to call me at 559-994-1171. Thanks Liz

1. **Recreation Committee Bingo & Dinner:** No bingo and dinner in December.
2. **Movie Night:** Held the 2nd Wednesday at 5:30 PM – 7:30 PM. Popcorn, Sodas, and Ice Cream Cones are sold - Center
3. **Up-Coming Events:**
 - a. **Christmas Tree Lighting:** Monday, 11/30/09 at 5:30 PM – Center
Bring an unwrapped toy to give to the children in our community.
 - b. **Recreation Committee Meeting:** Tuesday, 12/01/09 at 5:30 PM – Center
 - c. **Christmas Parade:** Saturday, 12/05/09 at 12:00 Noon; Malaga School – Malaga Park
 - d. **Christmas Program:** Saturday, 12/19/09 at 12:00 Noon – Center
4. **Other Activities:**
 - a. **Senior Bingo:** Wednesdays at 10:00 AM – Center
 - b. **Food Commodities:** 3rd Wednesday of the month at 9:00 AM – 2:00 PM – Center
 - c. **Adult Ceramics:** Wednesdays & Thursdays at 9:00 AM – 3:00 PM – Center
 - d. **Recreation Committee Meeting:** 1st Wednesday of the month at 5:30 PM – Center
 - e. **Center Rentals:** Friday – Set-Up; Saturday – Rental; Sunday – Clean-Up
 - f. **Thanksgiving Day Luncheon:** It was a great success! Thanks to all the food donations and help serving by the Recreation Committee and Staff. We had about 200 people in attendance! They were all pleased with the delicious turkey lunch!

8B. **Youth Sports Coordinator's Report:**

1. **Soccer – Players/Teams/Coaches:** Coaches Have done a great job. The last soccer game was Saturday November 21st. The games went great and I have ordered medals for the kids. They are \$2.00 each; 95 have been ordered. We are having an end of the season party this Saturday, November 28th. There will be pizza, punch, cake, Bounce Houses and medals for the kids. The pizza was generously donated by Frank Cerrillo, Sal Cerrillo, and Cha Cha. The bounce houses are \$110.00; the Recreation Committee has donated \$50.00 towards our party. I am providing the punch and paper products. The cake will be ordered at FoodMax. I have had lots of help from several teenagers and they are: Vanessa Soto, Allie Morelos, Nathan Rodriguez, Joe Flores, Michael Flores, and Benny Lucio. They have been present both before and after games to set up and put everything away. They are very dedicated and great role models for our youth.
- 2a. **Basketball:** Basketball is our next sport. Sign-ups start November 26th and will continue thru the first week of December.

8. **RECREATION REPORT(S) – CONTINUED:**

8B. **Youth Sports Coordinator’s Report – Continued:**

2b. **Basketball practices:** Practices will be on Mondays, Wednesdays and Thursdays. However, this needs to be coordinated with Liz Tovar. There has been a concern brought up by Liz that the adults would not have any basketball play time if the kids are in there practicing more than two days per week. I think that Youth Basketball needs at least two days of practices and one for games. The practices would start at 5:30 pm and end by 8:00 pm. I will be present and available at all practices to assist coaches and parents with training or questions. Due to games possibly being held on Saturdays or Sundays, I would like to know if I can have the code to the center, I do already have a key. Basketball should end by the first week of February 2010.

9. **GENERAL MANAGER’S REPORT:**

9A. **Water:**

1. **District Water Infrastructure Loan – Well #8:** I-Bank Loan Invitation is attached. Received today, Tuesday, 11/24/09.
2. **Grants/District Water Projects:** No change since the last report.
3. **Mark Graham – Connection Fees:** Mr. Graham paid \$5,000 on Monday, 11/23/09. Moving forward with his water connection, plans, etc.
4. **Moga Tire – Truck Wash:** Still pending receipt of application, plans, and fees.

9B. **Sewer:**

1. **District WWTP Infrastructure Loan – UV & DAF:** I-Bank Loan Invitation is attached. Received today, Tuesday, 11/24/09
2. **Grants/District WWTP Projects:** No change since the last report.

9C. **Solid Waste:** Fall Clean-Up was Saturday, 11/21/09. Please see attached message.

9D. **Other:**

1. **Meeting Fresno City Public Utilities:** A meeting was held Monday, 11/23/09 regarding the possibility of Fresno’s WWTP receiving MCWD sewage. Letter to follow.
2. **Message from Mike at Kaweah Construction:** Please see attached.

10. **PRESIDENT’S REPORT:** Reported that he telephoned former director Valdez to thank for her positive comments during the Citizen Advisory Committee meeting. Brief Discussion Followed.

11. **DIRECTOR’S REPORT(S):**

11A. **Director Castaneda:** Reported that the Thanksgiving Luncheon on Saturday, 11/21/09 went well. Brief Discussion Followed.

11B. **Vice President Cerrillo:**

1. **Thanksgiving Luncheon:** Reported that the Thanksgiving Luncheon was great. Brief Discussion Followed.
2. **Christmas Tree Lighting:** Reported that the Christmas Tree Lighting is scheduled for Monday, 11/30/09. Brief Discussion Followed.
3. **Christmas Parade:** Reported that the Christmas Parade is scheduled for Saturday 12/05/09. Brief Discussion Followed.
4. **Christmas Program:** Reported that the Christmas Program is scheduled for Saturday, 12/19/09. Brief Discussion Followed.
5. **Bicycles for Christmas Program:** Asked if the District was going to purchase Bicycles for the raffles for the Christmas Program. Brief Discussion Followed.
6. **Recreation Committee Meeting:** Reported that the Recreation Committee will have a meeting on Tuesday, 12/01/09. Brief Discussion Followed.
7. **ACWA Conference:** Reported that the Directors were getting prepared for the upcoming AQWA conference in San Diego next week. Brief Discussion Followed.

11. **DIRECTOR'S REPORT(S) – CONTINUED:**

11C. **Director Cerrillo:**

1. **Frank Street/Grand Ave:** Asked if we had followed up on the clean up of the lot at the corner of Frank/Grand Streets. Brief Discussion Followed.
2. **Graffiti on Overpass:** Asked if the Manager if we have can have someone clean up the Graffiti on the Chestnut Overpass for the Parade. Brief Discussion Followed.
3. **Dogs on Leash:** Asked if we can send out a flyer reminding residents to put there dogs on leashes during the Christmas parade. Brief Discussion Followed.

12. **LEGAL COUNSEL'S REPORT:**

Reported that he needed to obtain a letter from SKF on the sewer discharge issue.

13. **CLOSED SESSION:**

Board went into Closed Session at 8:05 PM

Board returned from Closed Session at 9:05 PM

President Garabedian reported that the discussions were held on a personnel issue and a contract issue, with no reportable action taken by the Board during Closed Session.

14. **ADJOURNMENT:**

Board Meeting Adjourned at 9:06 PM