



## **REGULAR BOARD MEETING MINUTES**

**BOARD OF DIRECTORS MEETING  
MALAGA COUNTY WATER DISTRICT  
3580 SOUTH FRANK STREET FRESNO,  
CALIFORNIA 93725**

**Tuesday, August 24, 2021 at 6:00PM**

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in a District Board Meeting, please contact the District Office at 559-485-7353 at least 48 hours prior to the meeting, to ensure that reasonable arrangements can be made to provide accessibility to the meeting.

- ❖ Please submit all written correspondence for the Board of Directors by 12:00 pm the Friday prior to the meeting. Please deliver or mail to the District Clerk.
- ❖ Public comments are limited to three (3) minutes or less per individual per item, with a fifteen (15) minute maximum per group per item and will be heard during the communication portion of the agenda.

### **1. Call to Order: 6:00pm**

- 2. Roll Call:** President Charles Garabedian, Jr.; Vice President Salvador Cerrillo; Director Irma Castaneda; Director Frank Cerrillo, Jr.; Director Carlos Tovar, Jr.

**All present.**

**Also present: Norma Melendez, Moises Ortiz and Michael Slater.**

- 3. Certification:** Certification was made that the Board Meeting Agenda was posted 72 hours in advance of the meeting.
- 4. Consent Agenda.** The items listed below in the Consent Agenda are routine in nature and are usually approved by a single vote. Prior to any action by the Board of Directors, any Board member may remove an item from the consent agenda for further discussion. Items removed from the Consent Agenda may be heard immediately following approval of the Consent Agenda or set aside for discussion and action after Regular Business.

- a. Minutes of the Regular Board Meeting of August 12, 2021.

Recommended action: To approve the Consent Agenda as presented or amended.

**Motion by Director Castaneda; Second by Director Cerrillo and a 5-0 vote to approve the consent agenda as presented.**

### **5. Old Business:**

- a. **Rental Contracts.** Updated funeral reception contract.

For review and comment.

**Motion by Vice President Cerrillo, Second by Director Tovar, Jr. and by a 5-0 vote to approve the funeral reception rental contract as presented.**

- b. **Security Cameras.** A quote from our current security camera company, Beyond Tech Solutions, was submitted for the installation of additional cameras at the district office.

The additional cameras would be installed facing the driveway and the parking lot at the back of the office. Pricing is of \$5,500.00 which includes parts, labor, and tax.

**Recommended action:** to approve quote from Beyond Tech Solutions for \$5,500.00 for the installation of additional cameras as presented or amended.

**Item tabled to give the General Manager time to seek additional security camera quotes.**

## 6. New Business:

- a. **CDBG 2022-2023; Public Comments.** To hear any public comments or suggestions to be considered for the CDBG 2022-2023 funding application. The Community Development Block Grant (CDBG) is a Federal grant program administered by Fresno County to address housing and community development needs of low- and moderate-income persons. Types of eligible projects include public works improvements such as water, sewer, streets and drainage, fire protection facilities and equipment, solid waste facilities, libraries, and community centers.

For public discussion and potential action.

**Public comment open: 6:10p.m. No public comments. Public comment closed 6:10p.m.**

- b. **CDBG 2022-2023; Project Proposal.** Project applications for CDBG Projects in FY 2022-23 are due to Fresno County Planning by August 31, 2021. Staff recommends that the district submit a project proposal to make improvements at the WWTF to meet permit compliance. The improvements will include modifications to the aeration system to improve reduction of nitrogen in the effluent and therefore improve groundwater quality.

The Project will include:

- Modification to the air system to allow for improvements that would reduce the nitrogen concentration.
- Modification to two aeration basins and the dissolved air flotation basin that will allow the treatment facilities to incorporate nitrification and denitrification processes to reduce the effluent nitrogen.
- Instrumentation to monitor sludge recirculation flowrates to improve facility performance.
- Construction of an automatic overflow from an aerobic digester tank, to prevent overflow of untreated wastewater.

The project is nearly shovel-ready. The estimated cost of the project is \$250,000, which is the maximum grant amount.

Recommended action: To approve the submission of an application for the WWTF Nitrogen Reduction Project for CDBG 2022-23 funding and designate the Interim General Manager as signing authority for the project.

**Motion by Director Cerrillo, Jr.; Second by Vice President Cerrillo and by a 5-0 vote to approve submission of the application for WWTF Nitrogen Reduction Project for CDBG 2022-23 funding and to designate General Manager as signing authority for the project.**

- c. **Municipal Service Review Draft.** District Engineer, Michael Taylor, provides the administrative draft of the background section of the MSR. Using the information contained in the background section, Fresno LAFCo will prepare the determinations component of the MSR.

For review and comment.

**Legal Counsel, Michael Slater, suggests meeting with Jeff O'neal to discuss county plans to include in the MSR.**

**7. Incorporation Reports:**

- a. Incorporation timeline
- b. Incorporation cost

**President Garabedian reported on an article that appeared on The Fresno Bee regarding the proposed Southeast Industrial Park stating that the MCWD would be able to provide water and sewer services. Speaking to Steve Brandau, suggestions are made that Malaga's sphere of influence should reach Fowler Avenue.**

**8. Recreation Reports:**

- a. Monthly expense

**Discussion was held. No reportable action.**

**9. Engineer Reports:**

- a. District Engineer Report.
- b. CDBG Engineer Report:

**10. General Manager's Report:**

- a. Retirement Purchase Plan/ 401k
- b. Job descriptions need to be updated
- c. HSR update **Legal counsel is preparing extension to the agreement.**
- d. Restroom cost update

**11. President's Report:**

**Report mentioned under item 7.**

**12. Vice President's Report:**

**Vice President Cerrillo mentioned that the recreation committee will be holding a meeting to finalize details for the outreach event of August 28.**

**13. Director's Reports: None for this meeting.**

**14. Legal Counsel Report: reserved for closed session.**

**15. Communications:**

- a. Written Communications: **None.**
- b. Public Comment: *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 comments presented; however, in compliance with the Brown Act, the Board cannot take action on items that are not on the agenda. The public should address the Board on agenda items at the time they are addressed by the Board. All speakers are requested to*

*wait until recognized by the Board President. All Comments will be limited to three **(3)** minutes or less per individual/group per item per meeting, with a fifteen **(15)** minutes maximum.*

**16. Closed Session: 7:28p.m.**

- a. Pending Litigation (Government code section 54956.8.).  
**Nothing to report.**

**17. Adjournment:**

**Motion by Director Castaneda, Second by Vice President Cerrillo and by a 5-0 vote to adjourn the meeting at 7:52p.m.**

**Certification of Posting**

I, Norma Melendez, District Clerk of the Malaga County Water District, do hereby certify that the foregoing minutes for the Regular Meeting of the Board of Directors of August 24, 2021, was posted for public view on the front window of the MCWD office at 3580 S. Frank Street, Fresno Ca 93725, at on 09/17/2021.

**Norma Melendez**

Norma Melendez, District Clerk