



SPECIAL BOARD MEETING MINUTES
BOARD OF DIRECTORS MEETING
MALAGA COUNTY WATER DISTRICT
3580 SOUTH FRANK STREET
FRESNO, CALIFORNIA 93725
Wednesday, January 15, 2020 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:

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

3. Certification: Certification was made that the Board Meeting Agenda was posted 72 hours in advance of the meeting.

4. Communications:

a. Written Communications:

1. Thank You card from Jadzia Espudo, Fowler FFA, thanking the District for the donation made to her animal project.
2. IWS letter reviewing the community clean-up of November 16, 2019.
3. An invitation from the CSDA for staff and board of directors to access the AB1234 Ethics Compliance webinar. Webinar is available until March 15, 2020.

b. Oral Communications:

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.

Public Comment Limitations: All Comments will be limited to three **(3)** minutes or less per individual/group per item per meeting, with a fifteen **(15)** minutes maximum.

1. **Jim Anderson:** regarding a concern he had with employment assistance. Offering his services to help tutor WWTF staff for exam reviews.
2. **Romana Campos:** concern over employment status.

3. **Felipe Leal: wanted to let the board members know that Romana Campos has done great improvements at the park since she started working at the recreation center.**

5. Old Business:

- a. **Audit Report.** Max Sanborn has completed the FY 2018/19 audit report. The audit report indicates that the District performs its fiduciary duties in accordance with accounting principles generally accepted in the United States.

Recommended action: To approve the FY 2018/19 audit report as presented.

Item tabled for the upcoming regular board meeting of January 28, 2020 for further review of the FY 218/19 audit report.

- b. **WWTF Clarifier #3.** Staff at the WWTF have received two quotes for labor cost and replacement of Clarifier #3. The first quote comes from Smith Construction for \$44,803.00. The second quote is from Grizzly Construction, Inc for \$57,325.00, which includes prevailing wages.

Recommended action: to approve the best quote and give direction to the General Manager.

Motion by Director Tovar; Second by Vice President Cerrillo to approve the quote from Smith Construction for \$44,803.00 for labor cost and replacement of clarifier #3.

6. New Business:

- a. **Resolution No. 01-15-2020.** A resolution to approve educational expenses for classes for employees at the WWTF related to certifications, and necessary for the operation of the District's WWTF and/or the Pretreatment Program.

Recommended action: to approve Resolution 01-15-2020 as presented or amended.

Motion by Vice President Cerrillo; Second by Director Irma Castaneda and by a 5-0 vote to approve Resolution 01-15-2020 as presented.

- b. **Resolution No. 1-15-2020A.** A resolution to adopt and amend MCWD Master Schedule of Fees, Charges, Penalties and Recovered Costs to amend the penalty for a violation of the Pretreatment Program from \$1,000.00 for every violation to \$200.00 for first violation, \$500.00 for a second violation and \$1,000.00 for a third violation and additional violations.

Recommended action: to approve resolution No. 1-15-2020A as presented or amended.

Motion by Vice President Cerrillo; Second by Director Cerrillo, Jr. and by a 5-0 vote to approve Resolution 1-15-2020A as presented.

- c. **Resolution No. 01-15-2020B.** A resolution adopting a policy for discontinuation of water service to residences.

Recommended action: to approve Resolution No. 01-15-2020B as presented or amended.

Public suggestions were made to create a fund that would help customers that need assistance to pay their water bill.

Motion by Vice President Cerrillo; Second by Director Castaneda and by a 5-0 vote to approve Resolution 01-15-2020B as presented.

7. **Recreation Reports:** To be submitted at the meeting.

General Manager, Jennifer Ahl, suggested having a Spring/Summer job fair at the recreation center. This would give the opportunity for youth to sign up for potential part-time employment or volunteer opportunities. She is also looking into the creation of a cheer/dance squad. Other programs that are in the works are mentoring programs for children and youth, a restructure of the afterschool program and basketball program.

8. **Engineer Reports:**

a. District Engineer Report.

i. **Water Meter Project.** Project Completion Report.

b. CDBG Engineer Report:

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

a. 2020 Census Program

Malaga will be a census hub.

b. WWTF Classes

c. Employee of the Quarter announcement

d. Truck Wash Update

e. Pre-Treatment update

Pretreatment meeting is scheduled for February 20, 2020.

f. Tentative Waste Discharge Requirements received and a public hearing concerning this matter will be held during the CVRWQCB meeting 20-21, February 2020.

10. **President's Report:**

President Garabedian, Jr. gave his report on the meeting he had with David Fey of LAFCO regarding incorporation.

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

Vice President Cerrillo felt the meeting with David Fey from LAFCO. He suggests that a meeting be created to talk about what will be the next steps for incorporation.

He would also like to thank the recreation committee for their hard work in 2019.

12. **Director's Reports:**

Director Castaneda announced that the next recreation committee meeting will be a potluck meeting to kick off the 2020 year of events.

Director Cerrillo, Jr. reported illegal dumping in Malaga and suggests that MCWD staff pick up the trash to avoid further illegal dumping in the area.

Director Tovar, Jr. requested an update on the bathrooms. GM, Jennifer Ahl, replied that construction will continue Mid-January once the weather settles and sub-contractors are back from other jobs they were working on.

13. **Legal Counsel Report:**

Reserved for closed session.

14. 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 December 10, 2019.
- b. Minutes of the Special Meeting of January 2, 2020.
- c. Accounts Payable and Financial Reports.

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

Motion by Vice President Cerrillo; Second by Director Cerrillo, Jr. and by a 5-0 vote to approve the consent agenda as presented.

15. Closed Session: 7:27pm

- a. Significant Exposure to Litigation: One Case. (Government Code §54956.9(b).)
No reportable action.
- b. Personnel: Consider employment, discipline or dismissal of public employee. (Government Code §54957(b).)
No reportable action.

16. Adjournment:

Motion by Director Tovar, Jr., Second by Director Castaneda and by 5-0 vote to adjourn the meeting at 8:50pm.

Certification of Posting

I, Norma Melendez, District Clerk of the Malaga County Water District, do hereby certify that the foregoing Minutes for the Special Meeting of the Board of Directors of January 15, 2020 was posted for public view on the front window of the MCWD office at 3580 S. Frank Street, Fresno Ca 93725, at 5:00P.M. On 01/29/2020.

Norma Melendez

Norma Melendez, District Clerk