



REGULAR BOARD MEETING MINUTES

BOARD OF DIRECTORS MEETING
MALAGA COUNTY WATER DISTRICT
3580 SOUTH FRANK STREET
FRESNO, CALIFORNIA 93725
Wednesday, March 11, 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.
All present.
Also present: Jennifer Ahl, Romana Campos, Norma Melendez and Moises Ortiz.

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

4. Old Business:

- a. **Bi-annual Water Supply Report.** The General Manager and staff have prepared the Districts bi-annual water supply report for presentation to the board.

Recommended action: to set a public hearing on the report for March 24, 2020 and authorize the General Manager to publish notice of the public hearing as required by water code section 31144.75.

Motion by Vice President Cerrillo; Second by Director Cerrillo and by a 5-0 vote to set a public hearing on the report for the next regular board meeting of March 24, 2020 and to authorize the general manager to publish notice of the public hearing as required by the water code section 31144.75.

- b. **District Office Roof Repairs.** Albert Saiz Construction & Roofing submitted a proposal for the repairs of the District office roof. The proposal amount of \$28,650.00 will repair the work requested per Clark Pest Control Report recommendations. No other proposals were received.

Recommended action: to approve Albert Saiz Construction & Roofing proposal of \$28,650.00 as presented.

Motion by Vice President Cerrillo; Second by Director Castaneda and by a 5-0 vote to approve Albert Saiz Construction & Roofing proposal of \$28,650.00 and to present the District with a detailed contract which will include retention payment.

- c. **Census 2020.** Self-response period begins March 12, 2020 until the end of April. The Recreation Center will host the Census 2020 kick-off on March 12, 2020 at 6:00p.m.

For information.

5. New Business:

- a. **WWTF Switch.** The Automatic Transfer Switch Controller needs to be replaced for the generator. Staff at the WWTF did a routine emergency practice and found the unit will not switch over. Three quotes have been submitted. The first quote is from Telstar Instruments in the amount of \$16,432.00, second quote from Lighthouse Electric in the amount of \$8,260.00 and the third quote from Central Industrial Automation in the amount of \$7,426.00. All quotes include parts and labor.

Recommended action: to approve quote from Central Industrial Automation in the amount of \$7,426.00 and for legal counsel to prepare a Scope of Work Agreement between MCWD and CIA.

Motion by: Director Tovar; Second by Director Cerrillo and by a 5-0 vote to approve quote from Central Industrial Automation in the amount of \$7,426.00 and for legal counsel to prepare a Scope of Work Agreement between MCWD and CIA.

- b. **WWTF Blower #3 repairs.** The inside mechanism for blower #3 will need repairs. The scope of work is to metal spray the shafts to bring back to the proper diameter as they have had heavy wear and tear. Rotors need to be balanced to prevent any vibration while running and the bearing bores in the end plates also need to be sleeved to prevent any misalignment of the rotors. Staff has received a quote from Michael Pitcher of Associate Compressors and Equipment for \$1,825.00, which includes scope of work and repairs. There is a need for the 2 aerobic digesters and 1 redundancy for the aeration basin.

For information.

- c. **Volunteer Opportunity.** The daughter of staff member Burt Siverling is completing the wastewater certification program at a local community college. She requests to volunteer in the District and shadow Operators to learn the basics and equipment of the plant operations.

For discussion and potential action.

Board consensus is to allow the daughter of staff member, Burt Siverling, to volunteer at the District's WWTF as long as the District's insurance policy cover such volunteer work.

6. Recreation Reports: To be submitted at the meeting.

Recreation Center Director, Romana Campos, reported that the Senior trip to Eagle Mountain was successful and that the Jamba Juice fundraiser is still going on. Interviews for the Sports Coordinator position will be conducted in the next few weeks. Romana also suggested that the rental fee for the Red Caboose should be increased to \$650.00. Board consensus was to have a discussion at the next recreation committee meeting.

7. Engineer Reports:

- a. District Engineer Report. **None for this meeting.**
- b. CDBG Engineer Report: **None for this meeting.**

8. General Manager's Report:

- a. Pond 8 percolation update.
- b. Gate at pond 3.
- c. New computer at WWTF

9. President's Report:

Report for closed session.

10. Vice President's Report:

Report for closed session.

11. Director's Reports:

Director Castaneda was contacted by a Malaga resident suggesting there be a wall to honor the active service members of the armed forces.

12. Legal Counsel Report:

Report for closed session.

13. Communications:

- a. Written Communications:
- b. Public Comment:

- 1. **Maria Flores requesting donations for the Fowler High School Grad Night. The Board of Directors will consider donating to the Fowler High School Grad Night event upon review of the Districts financials. Legal Counsel, Neal Costanzo, has committed to donate to the event.**

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 February 24, 2020.
- b. Financial Statements and Accounts Payable Reports.

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

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

15. Closed Session: 7:26p.m.

- a. Personnel: Employee Evaluations; All Positions (Government Code Section 54957(b).) **Nothing to report.**

16. Adjournment:

Motion by Vice President Cerrillo; Second by Director Cerrillo and by a 5-0 vote to adjourn the meeting at 8:15p.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 March 11, 2020 was posted for public view on the front window of the MCWD office at 3580 S. Frank Street, Fresno Ca 93725, on 03/25/2020.

Norma Melendez

Norma Melendez, District Clerk