



REGULAR BOARD MEETING MINUTES
BOARD OF DIRECTORS MEETING
MALAGA COUNTY WATER DISTRICT
3580 SOUTH FRANK STREET
FRESNO, CALIFORNIA 93725
Tuesday, February 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: 6:01pm

- 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. **Truck Wash Update.** A discussion of what next steps will be taken.

Recommended action: for discussion and potential action.

None of the truck wash businesses have provided information needed to stay in compliance. An updated compliance order is under review. Final step to consider is injunction.

5. New Business:

- a. **Center Rental Food Service Handling.** A discussion regarding food handling of catering companies at the recreation center kitchen.

Recommended action: for discussion and potential action.

The board of directors directed the GM to develop a waiver of liability to cover all rentals that include the kitchen for food preparation.

- b. **Water Meter Rates Workshop.** Workshop will be conducted Thursday, February 13, 2020 at 4:30pm at the District Office to discuss the water meters and rates.

For information.

Workshop time has been changed to 5:00p.m.

- c. **Jolt Service.** Approval of a monthly subscription service with Jolt to provide management software service designed to make managing any business automated and effortlessly. The main features of the application includes a communication hub, task management, audits & inspections, employee scheduling, time & attendance, employee announcements and managerial reports. The monthly subscription fee of \$199.00 for an unlimited number of users and a launchpad fee/ implementation fee of \$199.00 bringing the initial grand total to \$398.00.

Recommended action: To approve monthly subscription service with Jolt for the use of the management application at \$398.00 and approving the General Manager to move forward with the monthly subscription fee of \$199.00.

Motion by Vice President Cerrillo; Second by Director Tovar, Jr. and by a 5-0 vote to approve monthly subscription service with Jolt for the use of the management application.

6. **Recreation Reports:** To be submitted at the meeting.
Recreation Center Director, Romana Campos, reported on holding an emergency response training for her staff. She also reported that to recycle the 27 tires that are at the park would come to a cost of over \$400.00. A public comment was made that EOC provides tire and electronics recycling event, and they can host their event at the Malaga Park. Finally, there is a senior trip scheduled for February 27 to Table Mountain Casino.

Director Castaneda suggested that a new copier/printer be installed in the computer room at the recreation center for students that need to print school work after the District Office is closed.

7. Engineer Reports:

- a. District Engineer Report.
 - i. **Pretreatment Report.** Report due February 28, 2020.
- b. CDBG Engineer Report: None for this meeting.

8. General Manager's Report:

- a. Employee reviews to be conducted in March 2020.
- b. CDBG Hydrant Status.
Meeting regarding the fire hydrant project was held on February 7. Received feedback on what should be done at each fire hydrant site before the project begins. Priority will be given to the fire hydrants that are in the community.
- c. Townhall Meeting Update.
GM, Jennifer Ahl, updated the board on the town hall meeting that was held at the recreation center on January 30. There was a lot of input given by the members of the community, and the ballots are still in review.
- d. Public Works Report by Operations Manager, Moises Ortiz.
Operations Manager updated the board on the clean-up around the community with the maintenance department.
- e. NKGSA GSP Update.
- f. ACWA Update.

9. President's Report:

President Garabedian, Jr. plans to attend the community meeting hosted by the City of Fresno on February 12. Meeting will be held at the recreation center. The next meeting is scheduled for February 25. Due to the meeting coming into conflict with the District's regular board meeting, it was suggested that the regular board meeting be changed to Monday, February 24. The other Directors agreed.

John Brolsford requested a letter of support from MCWD for the construction of warehouses in the District. Letter stated that the construction of such warehouses will provide jobs for the community.

Finally, the President would like the General Manager to create a new policy to allow time-off in the case an employee suffers a miscarriage. He suggests a 2-week bereavement be given if such event were to happen to an employee or an employee's spouse/partner.

10. Vice President's Report:

Vice President Cerrillo would like to remind the Directors of the banquet that Hope Now For Youth is hosting February 27. Gave direction to the Recreation Center Director to invite 10 guests for the event.

11. Director's Reports:

Director Cerrillo, Jr. would like to thank the members of the recreation committee for volunteering at the Valentine's Dance.

Director Castaneda suggested that the phone lines be restored to the original way they were before the automated system was put into place.

12. Legal Counsel Report: None for this meeting.

13. Communications:

- a. Written Communications: **None for this meeting.**
- b. Public Comment:

- 1. Pascual Ortiz commented on the add-on item 5.d. He wanted to ask the board of directors if the District would still be able to sponsor his team for the use of the soccer field. The Vice President explained to him that there has been a meeting scheduled for February 14 at the recreation center to discuss the matter along with the other soccer league that is interested in renting the soccer field.

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 January 28, 2020.
- b. 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 and by a 5-0 vote to approve the consent agenda as presented.

15. Closed Session: 7:50pm

- a. Personnel: Employee Evaluations; All Positions (Government Code Section 54957(b).)
- b. Conference with Real Property Negotiators Government Code Section 54956.8.
- c. Public Security Government Code Section 54957(a).
- d. Pending Litigation (Government Code Section 54596.9): Malaga County Water District v. CVRWQCB; Two Cases; Fifth District Court of Appeals Nos. F078776 and F078327

No reportable action.

16. Adjournment:

Motion by President Garabedian, Jr., Second by Vice President Cerrillo and by a 5-0 vote to adjourn the meeting at 8:44pm.

Certification of Posting

I, Norma Melendez, District Clerk of the Malaga County Water District, do hereby certify that the foregoing Minutes of the Regular Meeting of the Board of Directors of February 11, 2020 was posted for public view on the front window of the MCWD office at 3580 S. Frank Street, Fresno Ca 93725, on 02/25/2020.

Norma Melendez

Norma Melendez, District Clerk