



REGULAR BOARD MEETING MINUTES
BOARD OF DIRECTORS MEETING
MALAGA COUNTY WATER DISTRICT
3580 SOUTH FRANK STREET
FRESNO, CALIFORNIA 93725
Tuesday, September 13th, 2016 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 CORRESPONDENCE FOR THE DISTRICT BOARD OF DIRECTORS MEETING PRIOR TO THE MEETING, WITH A COPY TO THE DISTRICT OFFICE, (DEADLINE: 12:00PM FRIDAY PRIOR TO NEXT MEETING).

1. Call to Order: 6:04PM

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

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

4. Old Business:

- a. **Townsend Public Affairs.** The contract with TPA for grant writing and lobbying service began in March 2016. A six month review of the service has been evaluated for cost effectiveness. The General Manager has determined that MCWD is too small an agency to require the level of services that TPA offers for the cost of the service.

Recommended action. That the contract with TPA be terminated. The terms of the service contract are that either party may terminate the contract pending 30 days written notice. That the General Manager be directed to terminate the service in writing.

Motion by Vice President Cerrillo; Second by Director Cerrillo, Jr., and by a 5-0 vote to terminate contract with TPA in writing.

- b. **WWTF Water Pipe Gates.** A quote for \$61,750 was received from Grizzly Construction and a quote for \$76,558.00 was received from Hobbs Construction to install new water pipe gates at the WWTF pond distribution boxes. Both proposals are at the prevailing wage rate. Non-prevailing wage bids are attached for information purposes. Funding of the project is a budget of \$75,000 from existing LAIF funds in the amount of \$792,084.29

Recommended action: That Grizzly Construction be considered as the contractor due to the price and substance of their quote.

Motion by Vice President Cerrillo; Second by Director Tovar, Jr. and by a 5-0 vote to consider Grizzly Construction as the contractor for the new water pipe gates at the WWTF pond distribution boxes.

- c. **WWTF Office Extension.** The District requested proposals from three construction companies recommended by the designer. Only CSJ Construction submitted a complete proposal on time in the amount of \$35,930. Eads Construction provided a less than specific proposal submitted late for \$61,000. The third quote was not received. Funding of the project is a budget of \$75,000 from the existing loan balance of \$192,428.17 for WWTF improvements.

Recommended action: That CSJ Construction be considered as the contractor due to the price and substance of their quote, and that the General Manager be authorized to sign contracts and documents related to the construction project.

Motion by Vice President Cerrillo; Second by Director Tovar, Jr. and by a 5-0 vote to consider CSJ Construction as the contractor for WWTF improvements with a revised draw schedule. The General Manager is authorized to sign contracts and documents related to the construction.

- d. **Resolution 9-13-2016: Meter Funding Resolution.** The grant/loan application for the water meter project requires a resolution of the Board of Directors to reimburse the State of California for the loan funded portion of the water meter project.

Recommended action: To adopt Resolution 9-13-2016 to reimburse the State of California for the water meter project.

Motion by Director Cerrillo, Jr.; Second by Vice President Cerrillo, and by a 5-0 vote to adopt Resolution 9-13-2016 to reimburse the State of California for the water meter project. Resolution adopted as a requirement for the loan application. Pending further legal review of the requirements of the resolution.

- e. **Resolution 9-13-2016A: Meter PFR Resolution.** The grant/loan application for the water meter project requires a Resolution of the Board of Directors to pledge revenue funds for the loan funded portion of the water meter project.

Recommended action: To adopt Resolution 9-13-2016A to pledge revenue funds for the water meter project.

Motion by Director Cerrillo, Jr.; Second by Vice President Cerrillo, and by a 5-0 vote to adopt Resolution No. 9-13-2016A to pledge revenue funds for the water meter project. Resolution adopted as a requirement for the loan application. Pending further legal review of the requirements of the resolution.

5. New Business:

- a. **Monitoring Well RFP.** The monitoring well work-plan was approved on 1 September by the CVWRQCB. The Cease and Desist order requires that the new monitoring wells be constructed within 180 days of approval of the work-plan.

Recommended action: That an RFP be published for a well drilling contractor to construct the four new monitoring wells by 28 February 2017.

Motion by Vice President Cerrillo; Second by Director Castaneda, and by a 5-0 vote to approve the publication of an RFP for a well drilling contractor to construct the four new monitoring wells by 28 February 2017.

6. Recreation Reports:

Recreation Center Director, Romana Campos reported that the After School Program is doing well. At the moment there are around 10 participants who get help with their homework, and do Arts and Crafts, along with other educational activities. Participation in other activities in the Center, such as the Zumba and Fitness class, are gaining popularity. Possible change of class days.

The helmet grant was approved and the Recreation Center will start receiving 72 safety helmets on January 2017. Regarding the CDBG grant application for a new air conditioning system, Recreation Center Staff was able to accumulate 1,426 signatures, in the hopes that it will help our application gain recognition in the process.

New sign up at the Malaga Park announcing future restroom construction. Maintenance and park improvements are ongoing in preparation for Fiesta Day on September 24, 2016.

Vice President Cerrillo announced that the Car Show Toy Drive will be held on December 3, 2016 at the Malaga Park.

7. Engineer Reports:

- a. District Engineer Report. No new reports for this meeting.
- b. CDBG Engineer Report: No new reports for this meeting.

8. General Manager's Report:

- a. Re-designating part-time WWTF weekend operator to full-time Chief Plant Operator.
- b. Billing upgrades.
- c. CDBG 16451 Well 6 Rehab and SCADA now funded.
- d. County roadside landscape maintenance in Malaga.

9. President's Report:

President Garabedian, Jr. mentioned that there was a gray area when it comes to permit exemptions. GM, Jim Anderson, went to Fresno County to show them that the WWTF Office Expansion can be exempt from permits, but due to the wording of the office expansion project, it does not qualify for exemption. President Garabedian, Jr., along with GM, Jim Anderson, met with David Fey, Executive Officer of LAFCo, and spoke on the High Speed Rail.

10. Vice President's Report:

Vice President Cerrillo has been approached by the Fowler Unified School District to ask for permission to hang a banner at the Malaga Park to promote Measure J, which would help FUSD get funded for school structural improvements. Board gave the approval to place the banner at the Malaga Park.

11. Director's Reports:

None for this meeting.

12. Legal Counsel Report:

None for this meeting.

13. Communications:

a. Written Communications:

A letter was written by the General Manager of MCWD to Sherriff Margaret Mims requesting for a Sherriff's Satellite Sub-Station in Malaga

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

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 August 23rd, 2016.
- b. Accounts Payable Report;
- c. Financial Statements

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

Motion by Vice President Cerrillo; Second by Director Tovar, Jr. to approve the Consent Agenda as presented.

15. Closed Session: No closed session items for this meeting.

16. Adjournment:

Motion by Vice President Cerrillo, Second by Director Cerrillo, Jr. to adjourn the meeting at 8:37 PM.