



## BOARD OF DIRECTORS REGULAR MEETING MINUTES

Monday, April 18, 2022, at 3:00 PM

Via Teleconference – No Live Attendance

### CALL TO ORDER

President Martin called the meeting to order at 3:00 PM

### PLEDGE OF ALLEGIANCE

Led by President Martin, Invocation led by Vice President Wright

### ROLL CALL

**BOARD MEMBERS PRESENT:** President Russ Martin, Vice President Nancy Wright, Director Randy Duncan, Director Ivan Sewell, Director Steve Grasha

**STAFF MEMBERS PRESENT:** Arden Wallum, Brian Macy, Marion Champion, Danny Friend, Lee Boyer, Chad Finch, Bryan Hendry, Lisa Pelton, Jeff Nutter, Amanda Lucas, April Scott, Bassam Alzammam, Dori Petee, Kurt Kettenacker, Don Mathein, Adam Wagner, Daniel Padilla, Alex Serrano.

### RULES OF PROCEDURE

**Rules of Procedure were ready by General Counsel, John Pinkney.**

*First all noticed meetings are conducted using Rosenberg’s Rules of Order as procedural guidance. Directors should refrain from responding directly to public comment at meetings of the Board. The President of the Board presides at all meetings and decides all points of order and procedure during meetings. The President is responsible for maintenance and decorum at all Board meetings. No persons shall be allowed to speak who is not first been recognized by the President. All questions and remarks should be addressed to the President as the presiding officer. No member of the Board should speak more than once upon any one subject until every other member on the Board, wishing to speak on the subject shall have been given the opportunity to speak. No Board member shall interfere with the orderly progress of a Board meeting. In order to ensure the orderly progress of Board meetings the Board President regulates the amount of time to be dedicated to a particular agenda item.”*

### PUBLIC INPUT

Pamela Edmonson asked a question; she would like to know if there is ample sewage space for all of the development happening in Desert Hot Springs. Staff will reach out to Ms. Edmonson to address her question.

### EMPLOYEE RECOGNITION

#### HUMAN RESOURCES REPORT

The Board acknowledged the following employees:

#### NEW HIRES

Adam Wagner	Water Production Operator I
Daniel Padilla	Wastewater Production Operator II
Alex Serrano	Water Production Operator I

**ANNIVERSARIES**

Lisa Pelton	Customer Service Rep II	19 Years
Don Mathein	Field Operations Supervisor	26 Years

**ACTION ITEMS****RESOLUTION 2022-05 - A RESOLUTION OF THE BOARD OF DIRECTORS OF THE MISSION SPRINGS WATER DISTRICT, PROCLAIMING A LOCAL EMERGENCY PERSISTS, RE-RATIFYING THE PROCLAMATION OF A STATE OF EMERGENCY BY EXECUTIVE ORDER N-09-21 AND RE-AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE LEGISLATIVE BODIES OF THE MISSION SPRINGS WATER DISTRICT FOR THE PERIOD OF APRIL 23, 2022 THROUGH MAY 23, 2022.**

The Board approved Resolution 2022-05, continuing teleconference meetings for the period of April 23, 2022 through May 23, 2022.

**Motion made by Vice President Wright, Seconded by Director Sewell.**

**Voting Yea:** President Martin, Vice President Wright, Director Duncan, Director Sewell, Director Grasha

**PUBLIC HEARING (MONDAY, 4/18/2022) RESOLUTION 2022-06 - TO COLLECT SEWER FEES ON TAX ROLL**

The Board adopted Resolution 2022-06, electing to collect sewer user fees on the tax roll under California Health and Safety Code Section 5470 et. seq.

**Motion made by Director Sewell, Seconded by Director Duncan.**

**Voting Yea:** President Martin, Vice President Wright, Director Duncan, Director Sewell, Director Grasha

**FIRST AMENDMENT TO THE COMPRESSED NATURAL GAS VEHICLE FUELING STATION LICENSING AND CNG SALES AGREEMENT WITH CLEAN ENERGY**

The Board authorized the General Manager to execute a first amendment to the Compressed Natural Gas Vehicle Fueling Station Licensing and CNG Sales Agreement between Mission Springs Water District (MSWD or District) and Clean Energy (CE) for the CNG Fueling Station located at 14501 Park Lane, Desert Hot Springs.

**Motion made by Vice President Wright, Seconded by Director Duncan.**

**Voting Yea:** President Martin, Vice President Wright, Director Duncan, Director Sewell, Director Grasha

**AWARD OF CONTRACT FOR ENGINEERING SERVICES DURING CONSTRUCTION OF THE REGIONAL WATER RECLAMATION FACILITY PROJECT**

The Board authorized the General Manager to award a contract for the engineering services during construction of the Regional Water Reclamation Facility Project to AECOM Technical Services, Inc., in the amount of \$463,048.00.

**Motion made by Director Duncan, Seconded by Director Sewell.**

**Voting Yea:** President Martin, Vice President Wright, Director Duncan, Director Sewell, Director Grasha

**2021-22 NEW METER INSTALLATION CAPITAL BUDGET AUGMENTATION**

The Board authorized the General Manager to increase the FY 2021-22 Capital Budget for new meters and new service installation costs in the amount of \$220,000 and augment the Capital Improvement Job No. 11709 to \$390,000.00

**Motion made by Vice President Wright, Seconded by Director Grasha.**

**Voting Yea:** President Martin, Vice President Wright, Director Duncan, Director Sewell, Director Grasha

**DISCUSSION ITEMS****MSWD REGIONAL WATER RECLAMATION FACILITY UPDATE**

Steve Ledbetter presented an update to the Board. He noted the project construction management team continues to work through the pre-construction administration items, including processing submittals and RFI's and gearing up to construction. Experiencing some delays but working through. In addition, the biologist completed the pre-construction biological survey's, two separate surveys were completed: presence of burrowing owls and desert tortoise as well as a bird nesting survey.

Construction began on the plant on April 4, 2022, mass grading will begin next week. In addition, there is a separate contract with Yellow Jacket Drilling to install the three monitoring wells required for this project. Two of the three wells have been completed. SRF and Grant Funding, staff continues to meet with the State Board weekly. The State Board authorized additional Infrastructure Appropriations Funding, right now staff at the State Board is reviewing the final slate of projects.

The state board is already approved \$8 million out of the Groundwater Grant Program and an additional 8 million out of the Small Community Wastewater Program. We were slated to receive the rest of the project finding through an SRF grant.

In August of 2021 the State Board past additional infrastructure appropriations funding and have a focus on septic to sewer projects and wastewater projects, specifically septic to sewer, so understanding that this treatment plant is being built as result of the District success with septic to sewer projects and is needed to complete the remaining septic to sewer areas, that has brought our project to closer to the front line to receive this additional Infrastructure Appropriations. We're still being considered, in addition to the 16 million, for additional grant funding from the Delta.

The loan amount will be determined based on how much additional Infrastructure Appropriations the district receives. Interest rates have gone up from the 0.9% but are still low and in the 1% range according to the State Board.

**CRITICAL SERVICES CENTER AND ADMINISTRATIVE BUILDING UPDATE**

Nothing further to add.

**CONSENT AGENDA**

**Motion made by Vice President Wright, Seconded by Director Sewell.**

**Voting Yea:** President Martin, Vice President Wright, Director Duncan, Director Sewell, Director Grasha

**APPROVAL OF MINUTES**

It is recommended to approve the minutes as follows:

March 3, 2022 - Special Meeting Workshop

March 9, 2022 - Closed Session

March 17, 2022 - Study Session

March 21, 2022 - Board Meeting

**REGISTER OF DEMANDS**

The register of demands totaling \$2,494,740.35

**CORRESPONDENCE****THANK YOU LETTER FROM THE HEART TO HEART TEAM & THANK YOU CARD FROM MISSION LAKES COUNTRY CLUB****REPORTS****DIRECTOR'S REPORTS**

Director Sewell reported he attended the following events: 3/2 GCVCC Morning Meeting, 3/24 Water 101.

President Martin reported he attended the following events: 3/1 DHS City Council Meeting, 3/2 GCVCC Morning Mixer, 3/3 DVBA Legislative Forum, 3/6 DHS Women's Club Fundraiser, 3/10 BIA Government Affairs Luncheon, 3/15 DHS City Council Meeting, 3/17 DVBA Networking Night, 3/23 Water Alliance Meeting, 3/25 Air Museum Fundraising Dinner, 3/26 DHS Little League Opening Day, 3/29 RivCo Board of Supervisors Meeting, 3/30 CA Special Districts Association Meet the DA Event, 3/31 Rotary Big Heart Awards.

**GENERAL MANAGER'S REPORT**

Nothing further to add.

**COMMENTS****DISTRICT COUNSEL COMMENTS**

No closed session today.

**DIRECTOR COMMENTS**

Director Sewell apologized for missing last week's meeting. He thanked staff for the meeting recordings and postings to YouTube, he was able to watch the meeting recording.

Director Duncan noted he has lived in DHS for over thirty years. Although he has sold his home he still resides in DHS, and he is disappointed to hear that people are complaining he allegedly no longer resides here. He commented on the recent Public Records Request for his home address.

President Martin offered his condolences to Director Sewell and his wife Breanna, who lost her father on Easter Sunday.

**ADJOURN**

With no further business, President Martin adjourned the meeting at 3:57 PM.

Respectfully,

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Arden Wallum  
Secretary of the Board of Directors