



BOARD OF DIRECTORS REGULAR MEETING STUDY SESSION MINUTES

Thursday, September 15, 2022, at 3:00 PM
Via Teleconference – No Live Attendance

CALL TO ORDER

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

ROLL CALL

BOARD MEMBERS PRESENT: President Russ Martin, Vice President Nancy Wright, Director Ivan Sewell, Director Steve Grasha, *Director Robert Griffith (took seat at the Dias after being sworn in)

STAFF MEMBERS PRESENT: April Scott, Amanda Lucas, Bassam Alzammar, Carol Morin, Danny Friend, Eric Weck, Lee Boyer, Marion Champion, Michael Platt, Rachel Pust, Lisa Pelton, Oriana Hoffert, Dori Petee, Brian Macy, Arden Wallum, Kurt Kettenacker

RULES OF PROCEDURE

Rules of Procedure were read 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

No public input

EMPLOYEE RECOGNITION

HUMAN RESOURCES REPORT

This item will be fully recognized on Monday

ACTION ITEMS

BOARD OF DIRECTORS VACANCY

A. Interview qualified candidate(s) for vacancy

B. Consider appointment and seating of new Director

If desired, appoint a candidate to fill the current vacancy on the MSWD Board of Directors, term ending December 2024.

C. Potential swearing in of appointee

President Martin gave a brief explanation of the appointment process. There was only one applicant for this position. The Board considered this applicant for appointment to fill the vacancy created by Director Randy Duncan's voluntary resignation. Robert Griffith was interviewed by the Board and appointed to fill the seat. Secretary of the Board and General Manager, Arden Wallum administered the oath of office.

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

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

AFFILIATION LIST UPDATE

It is recommended that President Martin update the meeting designations with the appointment of a new Director.

President Martin appointed Director Griffith to the vacant committee positions and delegated meetings. Mr. Griffith was appointed as the Chair of the Public Affairs Committee and a member of the Human Relations Committee. He was also appointed to represent the District at the DWA and CVWD Board meetings.

RESOLUTION 2022-24- 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 SEPTEMBER 22, 2022 – OCTOBER 22, 2022, PURSUANT TO PROVISIONS OF THE RALPH M. BROWN ACT

It is recommended to approve Resolution 2022-24, continuing teleconferencing meetings for the period of September 22, 2022 - October 22, 2022.

Monthly routine item to continue teleconference meetings.

CALIFORNIA SPECIAL DISTRICTS ASSOCIATION 2023 COMMITTEE AND EXPERT TEAM PARTICIPATION

It is recommended that Board Members or Management Staff consider serving on one or more of CSDA's standing committees.

President Martin encouraged the Board to give thought to serving on one of the CSDA standing committees. This will be revisited on Monday.

PROFESSIONAL SERVICES CONTRACT WITH TKE ENGINEERING FOR CIVIL ENGINEERING AND ROADWAY DESIGN SERVICES ON 19TH AVENUE, 20TH AVENUE AND LITTLE MORONGO ROAD

It is recommended to approve the scope of work and proposed agreement and authorize the General Manager to award an agreement with TKE Engineering, Inc. for Civil Engineering and Roadway Design Services on 19TH Avenue, 20TH Avenue and Little Morongo Road, in the not to exceed amount of \$296,886.

This contract is for the design of 19TH Avenue, 20TH Avenue and Little Morongo Road, which extend along the property frontage of the Regional Wastewater Treatment Facility (currently under construction).

DISCUSSION ITEMS

MSWD REGIONAL WATER RECLAMATION FACILITY UPDATE

Steve Ledbetter of TKE gave a brief verbal update and showed a video of the construction progress.

CRITICAL SERVICES CENTER AND ADMINISTRATION BUILDING UPDATE

Brian Macy gave a brief update. Staff has received 90% design and have begun review. Project is on track for bidding in December.

CONSENT AGENDA

Consent agenda items are expected to be routine and non-controversial, to be acted upon by the Board at one time, without discussion. If a member would like an item to be handled separately, it will be removed from the Consent Agenda for separate action.

APPROVAL OF MINUTES

It is recommended to approve the minutes as follows:

August 11, 2022 - Study Session

August 15, 2022 - Board Meeting

August 25, 2022 - Special Meeting

REGISTER OF DEMANDS

The register of demands totaling \$3,274,046.88

REPORTS

DIRECTOR'S REPORTS

Director Sewell reported he attended the following events: 8/22-8/24 CSDA Conference

GENERAL MANAGER'S REPORT

Included in the GM report is the following oral report:

A. Public Affairs Update

COMMENTS

DISTRICT COUNSEL COMMENTS

No closed session today

DIRECTOR COMMENTS

Director Grasha welcomed Director Griffith to the Board.

Director Sewell thanked Carol Morin for her efforts in planning and executing the Blood Drive.

Director Griffith thanked everyone for their complements and noted he is excited to serve.

President Martin and Vice President Wright welcomed Director Griffith.

ADJOURN

With no further business, President Martin adjourned the meeting at 3:56 PM

Respectfully,

Arden Wallum
Secretary of the Board of Directors