



## BOARD OF DIRECTORS REGULAR MEETING MINUTES

Tuesday, January 18, 2022, at 3:00 PM  
Via Teleconference – No Live Attendance

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### CALL TO ORDER

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

### PLEDGE OF ALLEGIANCE

The pledge was led by President Martin. The Invocation was 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, Danny Friend, Brian Macy, Amanda Lucas, Arturo Ceja, Carol Morin, Lisa Pelton, Marion Champion, Oriana Hoffert, Dori Petee, Luis Santos, Eric Weck

### RULES OF PROCEDURE

**Rules of Procedure were ready by Peg Battersby.**

*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

*This is the opportunity for members of the public to address the Board on matters within the Board's jurisdiction. **Please limit comments to three (3) minutes or less.** State law prohibits the Board from discussing or taking action on any item not listed on the agenda.*

### COVID-19 UPDATE

### EMPLOYEE RECOGNITION

### HUMAN RESOURCES REPORT

The Board acknowledged the following employees.

**Anniversaries:** Arturo Ceja - Director of Finance and Accounting with 10 years, Lorenzo Soto - Field Operations Technician I with 4 Years

Certifications/Educational Accomplishments: Sierra Boyle - Bachelor of Arts degree in Communications with a concentration in Public Relations, Bassam Alzamar - Water Treatment Operator Grade 3

### PRESENTATIONS

#### 2022 CALENDAR DRAWING CONTEST - PRESENTATION OF AWARDS (TUESDAY 1/18)

Last Fall, MSWD invited local students to participate in our 2022 Calendar Drawing Contest. Students submitted original artwork based on one of six groundwater protection or water conservation themes, which included: saving water, proper disposal of fats, oils & grease (FOG), water-wise car washing, drinking water quality, not flushing wipes and desert friendly landscaping. Twelve finalists were selected, and their artwork is being featured in a 2022 MSWD Calendar. The top three students were recognized at today's meeting. Only one of the three finalists were present for the acknowledgement.

### ACTION ITEMS

#### RESOLUTION 2022-01; 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 JANUARY 19, 2022 - FEBRUARY 19, 2022, PURSUANT TO PROVISIONS OF THE RALPH M. BROWN ACT

The Board approved Resolution 2022-01, continuing teleconferencing meetings for the period of January 19, 2022 - February 19, 2022.

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

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

#### APPOINTMENTS TO BOARD STANDING COMMITTEES

President Martin appointed members to the District's standing committees.

	2022 Committees	
	Chairperson	Member
Executive	Martin	Wright
Engineering	Sewell	Grasha
Finance	Martin	Grasha
Human Relations	Wright	Duncan
Public Affairs	Duncan	Sewell

#### AFFILIATION LISTING

The Board made no changes and approved the current Board Affiliation Listing.

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

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

**FEDERAL ADVOCACY SERVICES – CARPI & CLAY, INC.**

The Board authorized the General Manager to execute an Agreement for Services with Carpi & Clay Government Relations in the amount of \$4000/month for the term February 1, 2022, to January 31, 2023.

No changes to this contract. Nothing further to add.

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

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

**DESERT WILLOWS WATER LINE REPLACEMENT PROJECT - NOTICE OF COMPLETION**

The Board accepted the Desert Willows Water Line Replacement Project as complete and authorized the release of retention money held for The Van Dyke Corporation in the amount of \$65,210.00, thirty-five days after filing the Notice of Completion (NOC).

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

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

**AWARD OF CONSTRUCTION CONTRACT FOR THE REGIONAL WATER RECLAMATION FACILITY MONITORING WELLS PROJECT**

The Board authorized the General Manager to award a contract for the construction of the Regional Water Reclamation Facility Monitoring Wells Project to Yellow Jacket Drilling Services, LLC, the lowest responsible bidder, in the amount of \$184,350.00 plus a 10% contingency of \$18,435.00 (total of \$202,785.00) and directed him to do all things necessary to complete the project.

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

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

**CONTRACT AMENDMENT WITH AECOM FOR THE TECHNICAL SUPPORT DURING CONSTRUCTION OF SITE WORK AND WELL FITTING FOR NEW WELL 42**

The Board authorized the General Manager to negotiate and execute a contract amendment with AECOM Technical Services, Inc. (AECOM) for a not to exceed amount of \$31,132.00 (total of \$105,798.00) for technical support services during the construction of Well 42.

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

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

**MID-YEAR BUDGET REPORT AND PROPOSED FY 2021/22 CAPITAL BUDGET AND CONTINUING APPROPRIATIONS**

The Board approved the Mid-Year Budget Report and proposed FY 2021/22 Capital Budget and Continuing Appropriations.

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

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

**DISCUSSION ITEMS**

**CRITICAL SERVICES CENTER AND ADMINISTRATIVE BUILDING UPDATE**

Nothing further to add.

**MSWD REGIONAL WATER RECLAMATION FACILITY UPDATE**

Nothing further to add.

**CONSENT AGENDA**

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

**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:

December 16, 2021 - Study Session

December 20, 2021 - Board Meeting

**REGISTER OF DEMANDS**

The register of demands totaling \$1,794,167.95

**REPORTS**

**DIRECTOR'S REPORTS**

President Martin reported he attended the following events: 12/6 BIA Networking event, 12/8 DHS City Council Meeting, 12/9 DVBA Holiday Networking event, 12/14 DHS City Council & Committee Meetings, 12/4 DHS Women's Club Fundraising Dinner, 12/10 DHS Holiday of Lights Parade, 12/13 Cabot's Foundation Board Meeting, 12/15 Tribal Water Authority Board Meeting.

**GENERAL MANAGER'S REPORT**

Nothing further to add.

**COMMENTS**

**DISTRICT COUNSEL COMMENTS**

Nothing further to add.

**DIRECTOR COMMENTS**

Vice President Wright announced that Edwardo Garcia was named the Chair of the Utility and Energy Committee.

**ADJOURN**

With no further business, President Martin adjourned the meeting at 3:43 PM.

Respectfully,

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Arden Wallum  
Secretary of the Board of Directors