



BOARD OF DIRECTORS REGULAR MEETING STUDY SESSION MINUTES

Thursday, December 14, 2023 at 3:00 PM

66575 Second St, Desert Hot Springs, CA AND/OR Via Teleconference

CALL TO ORDER

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

ROLL CALL

BOARD MEMBERS PRESENT: President Russ Martin, Vice President Ivan Sewell, Director Robert Griffith, Director Amber Duff, Director Ted Mayrhofen

STAFF MEMBERS PRESENT: Amanda Lucas, April Scott, Arturo Ceja, Brian Macy, Chad Finch, Danny Friend, Eric Weck, Jeff Nutter, Kurt Kettenacker, Marion Champion

RULES OF PROCEDURE

Rules of Procedure were read by General Counsel, John Pinkney.

All noticed meetings are conducted using Rosenberg's Rules of Order as a procedural guideline. Directors should refrain from responding directly to public comments at meetings of the Board. The Board President will refer matters raised during public comment to the General Manager for follow-up when appropriate. Occasionally, a prompt response may be offered when an obvious answer resolution is available provided this is done in compliance with the Brown Act. Directors should refrain from debating or making decisions in response to public comments. 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 person 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 about 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 acknowledged on Monday

ACTION ITEMS

ELECTION OF MSWD BOARD OFFICERS FOR 2024

It is recommended to nominate and elect a President and Vice President for the 2024 year.

No item discussion

DISCUSSION ITEMS

MSWD REGIONAL WATER RECLAMATION FACILITY UPDATE

Terry Renner of TKE presented a construction update to the Board.

CRITICAL SERVICES CENTER AND ADMINISTRATIVE BUILDING UPDATE

This discussion will take place on Monday

CANNABIS PRETREATMENT PROGRAM DISCUSSION

Engineering Manager, Eric Weck presented on this item. He noted staff has been making effort to update the Sewer Service Rules and Regulations. Being discussed today is a change to the Industrial Discharge regulations. Nothing is being deleted or removed, only clarifying Article 6. Mr. Weck reviewed the major changes. Next steps include feedback from the public, notifications to industrial facilities affected and a Public Hearing to adopt the revised Ordinance.

CONSENT AGENDA

APPROVAL OF MINUTES

It is recommended to approve the minutes as follows:

November 16, 2023 - Study Session

November 20, 2023 - Board Meeting

November 21, 2023 - Strategic Planning Workshop #2

REGISTER OF DEMANDS

The register of demands totaling \$6,150,153.97

ANNUAL REPORT OF CAPACITY FEES AND RELATED CAPITAL EXPENDITURES

It is recommended that the Board of Directors accept the annual report of capacity fees and related expenditures as submitted.

ORDINANCE 2023-01 ~ AN ORDINANCE OF THE BOARD OF DIRECTORS OF THE MISSION SPRINGS WATER DISTRICT (THE "DISTRICT"), ADOPTED PURSUANT TO THE PROVISIONS OF WATER CODE "20201 ET SEQ., PROVIDING FOR COMPENSATION OF DIRECTORS OF THE DISTRICT

It is recommended to waive the second reading and adopt Ordinance 2023-01 by title only, updating compensation for the Board of Directors pursuant to Water Code 20202 et seq.

2023 BOARD OF DIRECTORS MEETING SCHEDULE

REPORTS

DIRECTOR'S REPORTS

All reports will be given on Monday.

GENERAL MANAGER'S REPORT

Included in this report are the following oral reports:

- A. Finance Report – Arturo Ceja gave the financial report for the period ending November 30, 2023
- B. Public Affairs Update – Marion Champion presented the Public Affairs activities for the month of November.

COMMENTS

DISTRICT COUNSEL COMMENTS

General Counsel announced Closed Session on Monday

DIRECTOR COMMENTS

Vice President Sewell thanked the Event Committee for a great job on the Holiday Event.

Director Griffith thanked Director Duff for all her work on the Cannabis Pretreatment program.

Director Duff announced a free COVID and FLU Shot Clinic on December 19th at the Elks Lodge. She also noted that participation in the Customer Portal is up.

ADJOURN

With no further business, President Martin adjourned the meeting at 4:03 PM.

Respectfully submitted,

Dori Petee
Executive Assistant