



## BOARD OF DIRECTORS REGULAR MEETING MINUTES

Monday, March 15, 2021 at 3:00 PM

Via Teleconference – No Live Attendance

NOTICE IS HEREBY GIVEN MISSION SPRINGS WATER DISTRICT BOARD MEETINGS WILL BE CONDUCTED PURSUANT TO THE GOVERNOR'S EXECUTIVE ORDER N-29-20 IN AN EFFORT TO PROTECT THE PUBLIC HEALTH AND PREVENT THE SPREAD OF COVID-19 (CORONAVIRUS). THE PUBLIC MAY ATTEND AND PARTICIPATE TELEPHONICALLY AS THERE WILL BE NO PUBLIC LOCATION FOR ATTENDING IN PERSON. THE AUDIO/VIDEO RECORDING OF THESE MEETINGS MAY BE POSTED TO THE MSWD WEBPAGE FOLLOWING THE MEETING.

THE PUBLIC MAY SUBMIT ANY COMMENTS ADDRESSING ITEMS BELOW BY EMAILING [DPETEE@MSWD.ORG](mailto:DPETEE@MSWD.ORG) PRIOR TO THE START OF THE MEETING.

JOIN ZOOM MEETING:

<https://us02web.zoom.us/j/8220655340>

DIAL BY PHONE:

+1 (408) 638-0968

Meeting ID: 822 065 5340

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**ACTION MAY BE TAKEN ON ANY ITEM LISTED ON THIS AGENDA**

### CALL TO ORDER

### PLEDGE OF ALLEGIANCE

### ROLL CALL

#### PRESENT

President Nancy Wright

Director Randy Duncan

Director Steve Grasha

Vice President Russ Martin

Director Ivan Sewell

### RULES OF PROCEDURE

#### 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.*

No public input

### COVID-19 UPDATE

Riverside County is officially in the Red Tier. Also Water and Sewer employees are now eligible for the vaccine.

## HUMAN RESOURCES REPORT

### A. EMPLOYEE RECOGNITION

The Board acknowledged the following employees;

#### ANNIVERSARIES

Mark Vermeer WWTP Operator I - 20 Years, Theresa Murphy Engineering Technician 13 Years

Carol Morin Office Specialist II - 19 Years

#### CERTIFICATIONS/EDUCATIONAL ACCOMPLISHMENTS

Lisa Pelton Accounting Certificate 5

## ACTION ITEMS

### 2. RESOLUTION 2021-02: ACWA/JPIA EXECUTIVE COMMITTEE ELECTION NOMINATION

It is recommended, if so desired, to adopt Resolution 2021-02, concurring with the nomination of Randall James Reed to the Association of California Water Agencies/Joint Powers Authority Executive Committee.

Motion made by Director Sewell, Seconded by Director Grasha.

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

### 3. RESOLUTION 2021-03: ACWA/JPIA EXECUTIVE COMMITTEE ELECTION NOMINATION

It is recommended, if so desired, to adopt Resolution 2021-03, concurring with the nomination of Melody A. McDonald to the Association of California Water Agencies/Joint Powers Authority Executive Committee.

Motion made by Vice President Martin, Seconded by Director Duncan.

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

### 4. RESOLUTION 2021-04 CSDA BOARD OF DIRECTORS CONCURRING NOMINATION FOR JO MACKENZIE, SOUTHERN NETWORK, SEAT A

It is recommended, if so desired, to adopt Resolution 2021-04, concurring with the nomination of Jo MacKenzie, to the California Special District Association Board of Directors, Seat A.

Jo MacKenzie joined the meeting to ask for the Board concurrence.

Motion made by Vice President Martin, Seconded by Director Sewell.  
Voting Yea: President Wright, Director Duncan, Director Grasha, Vice President Martin,  
Director Sewell

**5. AWARD OF CONTRACT FOR THE CONSTRUCTION OF HORTON WWTP INFLUENT PUMP STATION ODOR CONTROL SYSTEM AND CAPITAL BUDGET AUGMENTATION**

It is recommended to authorize the General Manager to award a contract for the construction of Horton WWTP Influent Pump Station Odor Control System Project to AToM Engineering Construction, Inc. the lowest responsible bidder, in the amount of \$497,398.00 plus a 10% contingency (total \$547,137.80), augment the capital improvement budget amount to \$730,000 for Job No. 11456, and authorize the General Manager to do all things necessary to complete the project.

Mr. Wallum noted that odor control is a substantial item on the capital budget. This process will catch 100% of the odors being omitted.

Motion made by Director Duncan, Seconded by Director Grasha.  
Voting Yea: President Wright, Director Duncan, Director Grasha, Vice President Martin,  
Director Sewell

**6. CONTRACT WITH MICHAEL BAKER INTERNATIONAL FOR THE PREPARATION OF WATER AND WASTEWATER SYSTEM MASTER PLAN UPDATES AND CAPITAL BUDGET AUGMENTATION**

It is recommended to authorize the General Manager to negotiate and execute a contract with Michael Baker International for an amount not to exceed \$499,027.00 for professional engineering services for the preparation of the Water System and Wastewater System Master Plan Updates, augment the capital improvement budget for the Water Master Plan to \$345,000.00 for Job No. 11347, and to do all things necessary to complete the project.

Mr. Wallum reiterated that this document is very important as it's been over a decade since the last water and sewer master plan. This is the foundation of for our financial master planning.

Motion made by Director Sewell, Seconded by Director Grasha.  
Voting Yea: President Wright, Director Duncan, Director Grasha, Vice President Martin,  
Director Sewell

**DISCUSSION ITEMS**

**7. MSWD REGIONAL WATER RECLAMATION FACILITY UPDATE**

Nothing further to add. There was a brief discussion by the Board on the need of the Regional Plant.

**8. ADMIN/CORP YARD BUILDING UPDATE**

Brian Macy provided an update to the Board. He thanked the Board for the clear direction as staff is now moving forward with a single building for all MSWD staff. Staff is touring other facilities during the month of March as well as looking for Broker services.

**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.*

Approved with corrections:

Motion made by Vice President Martin, Seconded by Director Duncan.

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

**9. APPROVAL OF MINUTES**

It is recommended to approve the minutes as follows:

Study Session - February 11, 2021

Board Meeting - February 16, 2021

**10. REGISTER OF DEMANDS**

The register of Demands totaling \$ 1,803,604.21

**DIRECTOR'S REPORTS****11. UPCOMING EVENTS & DIRECTOR REPORTS**

President Wright reported she attended the following event; 2/24 ACWA DC Conference (Virtual)

**CORRESPONDENCE****12. THANK YOU NOTE FROM MISSION LAKES COUNTRY CLUB & FACEBOOK POSTING****REPORTS****13. GENERAL MANAGERS' REPORT**

Nothing further to add. Mr. Wallum reiterated that the meter program is complete, shape files and other items being submitted but all meters have been replaced.

Victoria Llort highlighted the Public Affairs report. CV Water Counts wrapped up the Water Counts Academy, 3 staff members completed the course. The course traditionally wraps up

with a facility tour, but in this time of lock down this tour was done virtually. This video was shown and is also viewable on YouTube.

#### **14. FINANCIAL REPORT**

Nothing further to add.

#### **15. DISTRICT COUNSEL REPORT**

Nothing further to add, no closed session today.

### **DIRECTOR COMMENTS**

Director Grasha urged the Board to do the new building right.

Director Sewell complimented Danny Friend on the assistance he provided last week regarding customer calls.

Vice President Martin complimented Victoria Llort on the video shown during the General managers report.

### **CLOSED SESSION**

#### **CONFERENCE WITH LEGAL COUNSEL REGARDING EXISTING LITIGATION**

pursuant to Government Code Section 54956.9(d)(1).

One Case: Case No. PSC 1600676

(Mission Springs Water District vs. Desert Water Agency)

#### **CONFERENCE WITH LEGAL COUNSEL REGARDING EXISTING LITIGATION**

pursuant to Government Code Section 54956.9(d)(1)

One Case: Case No. RIC2003782

(George Padilla and Sharon Moreno vs. Mission Springs Water District).

#### **CONFERENCE WITH REAL PROPERTY NEGOTIATOR**

pursuant to Government Code Section 54956.8 (Property: 7.51 acres at 14866 Palm Drive, Desert Hot Springs). Agency Negotiator: General Manager Arden Wallum. Negotiating Parties: MSWD and Lee Woo Keun & Taik Young/Lee Chang Sun. Under Negotiation: Price and Terms

### **REPORT ON ACTION TAKEN DURING CLOSED SESSION**

### **ADJOURN**

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***If you need special assistance to participate in this meeting, please contact the Executive Assistant at (760) 660-4403 at least 48 working hours prior to the meeting.***

**ANY DISCLOSABLE PUBLIC RECORDS RELATED TO AN OPEN SESSION ITEM ON A REGULAR MEETING AGENDA AND DISTRIBUTED BY MISSION SPRINGS WATER DISTRICT TO ALL OR A MAJORITY OF THE BOARD OF DIRECTORS LESS THAN 72 HOURS PRIOR TO THAT MEETING ARE AVAILABLE FOR PUBLIC**

**INSPECTION AT THE DISTRICT OFFICE, 66575 SECOND STREET, DESERT HOT SPRINGS, CALIFORNIA DURING NORMAL BUSINESS HOURS AND MAY ALSO BE AVAILABLE ON THE DISTRICT'S WEBSITE AT <https://www.mswd.org/board.aspx>. NOTE: THE PROCEEDINGS MAY BE AUDIO AND VIDEO RECORDED.**

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**CERTIFICATION OF POSTING**

I certify that on or before March 8, 2021, a copy of the foregoing notice was posted near the regular meeting place of the Board of Directors of Mission Springs Water District at least 72 hours in advance of the meeting (Government Code Section 54954.2).

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Arden Wallum  
Secretary of the Board of Directors