



## BOARD OF DIRECTORS REGULAR MEETING MINUTES

Tuesday, January 19, 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

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

#### PLEDGE OF ALLEGIANCE

Led by Director Grasha

#### ROLL CALL

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

**STAFF PRESENT:** Arden Wallum, Dori Petee, Brian Macy, Matt McCue, Danny Friend, Amanda Lucas, Victoria Llord, Oriana Hoffert

#### 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."*

No public input

## **HUMAN RESOURCES REPORT**

### **A. EMPLOYEE RECOGNITION**

The Board acknowledged the following employees;

Arturo Ceja - Accounting Manager for 10 years

Lorenzo Soto - Field Operation Technician I for 4 years

Arturo Ceja was also acknowledged for completing his Masters in Business Administration with a concentration in Accounting.

## **COVID-19 UPDATE**

### **2. COVID-19 UPDATE**

Brief updated noted numbers are stabilizing.

## **ACTION ITEMS**

### **3. APPOINTMENTS TO BOARD STANDING COMMITTEES**

President Wright may appoint members to the District's standing committees.

President Wright reviewed the committee appointments made at the Thursday Study Session. There was no discussion.

### **4. AFFILIATION LISTING**

It is recommended to review, update if necessary and approve the current Board Affiliation Listing.

Director Grasha noted that every Director on the Board has an obligation to keep up with neighboring agencies and feels that ALL Directors should be compensated to attend their meetings as opposed to assigning only one Director as it currently stands. President Wright noted that any Board member is allowed to attend (free of receiving a stipend) other agency meetings and encouraged Board members to do so even though they are not being compensated. There was no additional comments. The Affiliation list is approved as stands.

- 5. REVISION TO MISSION SPRINGS WATER DISTRICT PERSONNEL RULES AND REGULATIONS**  
It is recommended to adopt Resolution No. 2021-01 providing for the revision to Mission Springs Water District Personnel Rules and Regulations.

Motion made by Director Sewell, Seconded by Director Duncan.  
Voting Yea: President Wright, Director Duncan, Director Grasha, Vice President Martin, Director Sewell
- 6. FEDERAL ADVOCACY SERVICES – CARPI & CLAY, INC.**  
It is recommended to authorize 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, 2021 to January 31, 2022.

Motion made by Director Duncan, Seconded by Director Sewell.  
Voting Yea: President Wright, Director Duncan, Director Grasha, Vice President Martin, Director Sewell
- 7. CONTRACT AGREEMENT WITH LAYNE CHRISTENSEN COMPANY FOR THE REHABILITATION OF WELL 26**  
It is recommended to authorize the General Manager to award a contract agreement with Layne Christensen Company (Layne), for the Rehabilitation of Well 26, for a not to exceed amount of \$147,379.31, plus a 10% contingency (total \$162,117.24), augment the capital improvement budget to \$182,500 for Job number 11343, and do all things necessary to complete the project.

Motion made by Director Grasha, Seconded by Director Duncan.  
Voting Yea: President Wright, Director Duncan, Director Grasha, Vice President Martin, Director Sewell
- 8. CONTRACT AGREEMENT WITH AECOM FOR BIDDING PERIOD SUPPORT SERVICES FOR THE REGIONAL WATER RECLAMATION FACILITY**  
It is recommended to authorize the General Manager to negotiate and execute a contract with AECOM for a not to exceed amount of \$135,000.00 for bidding period support services of the Regional Water Reclamation Facility (RWRF) Project.

Motion made by Director Grasha, Seconded by Vice President Martin.  
Voting Yea: President Wright, Director Duncan, Director Grasha, Vice President Martin, Director Sewell
- 9. ACCEPT AUDITED FINANCIAL STATEMENTS FOR YEAR ENDED JUNE 30, 2020**  
It is recommended to review and accept the audited financial statements as presented by Rogers, Anderson, Malody & Scott, LLP.

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

**10. MID-YEAR BUDGET REVIEW AND PROPOSED FY 2020/21 SUPPLEMENTAL BUDGET REQUEST**

It is recommended to approve the FY 2020/21 supplemental budget request.

Mr. McCue summarized the changes being proposed.

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

**DISCUSSION ITEMS**

**11. MISSION SPRINGS WATER DISTRICT REGIONAL WATER RECLAMATION FACILITY**

Nothing further to add

**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.*

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

**12. APPROVAL OF MINUTES**

**13. REGISTER OF DEMANDS**

**14. MAKE THE CONNECTION FINANCIAL ASSISTANCE PROGRAM APPROVAL**

The following have submitted an application for a non-transferable lien agreement to connect to the sewer system:

10620 Cactus Drive - \$2925.00

**DIRECTOR'S REPORTS**

**15. EVENTS & DIRECTOR'S REPORTS**

Vice President Martin reported he attended the following events; 12/2 Tribal Water.....

**REPORTS**

**16. GENERAL MANAGER REPORT**

**17. FINANCIAL REPORT**

**18. DISTRICT COUNSEL REPORT**

**DIRECTOR'S COMMENTS**

**CLOSED SESSION**

**19. 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 LABOR NEGOTIATORS**

pursuant to Government Code Section 54957.6:

Agency designated representatives: Board President Nancy Wright and Vice President Russ Martin. Unrepresented Employee: General Manager

**REPORT ON ACTION TAKEN DURING CLOSED SESSION**

**ADJOURN**

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Arden Wallum  
Secretary of the Board of Directors