



# BOARD OF DIRECTORS REGULAR MEETING MINUTES

Monday, November 21, 2022, at 3:00 PM  
Via Teleconference – No Live Attendance

## CALL TO ORDER

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

## PLEDGE OF ALLEGIANCE

Led by Director Sewell, the invocation was led by Vice President Wright.

## ROLL CALL

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

**STAFF MEMBERS PRESENT:** Dori Petee, Brian Macy, Kurt Kettenacker, April Scott, Bassam Alzammar,  
Eric Weck, Jeannie Beaver, Lee Boyer, Lisa Pelton, Marion Champion, Rachel Pust

## 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

#### ANNIVERSARIES

Jeanie Baver	Administrative Assistant	1 Year
Alex Acevedo	Lead Field Operations Technician	3 Years
David Weaver	Wastewater Treatment Plant Operator II	3 Years
Brian Macy	Assistant General Manager	3 Years
Tim Owens	Water Production Operator II	4 Years
Andy Grunnet	Lead Wastewater Treatment Plant Operator	6 Years

April Scott	Customer Service Manager	6 Years
Dori Petee	Executive Assistant	6 Years
Danny Friend	Director of Operations	25 Years (last month)
Jeff Nutter	Field Operations Superintendent	28 Years

### ACTION ITEMS

**RESOLUTION 2022-27- 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 NOVEMBER 23, 2022 – DECEMBER 22, 2022, PURSUANT TO PROVISIONS OF THE RALPH M. BROWN ACT**

The Board approved Resolution 2022-27, continuing teleconferencing meetings for the period of November 23, 2022 - December 22, 2022.

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

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

**LETTER OF AGREEMENT FOR COLLABORATION AND COST-SHARING FOR THE MISSION CREEK SUBBASIN ANNUAL REPORT**

The Board authorized the General Manager to execute and Letter of Agreement for collaboration and cost-sharing for the Mission Creek Subbasin Annual Report for Water Years 2021-22 through 2025-26.

**Motion made by Director Griffith, Seconded by Director Grasha.**

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

**RESOLUTION 2022-28 AUTHORIZING THE FILING OF AN APPLICATION FOR A ROUND 2 SUSTAINABLE GROUNDWATER MANAGEMENT IMPLEMENTATION GRANT PROGRAM FOR THE MISSION CREEK SUBBASIN**

The Board adopted Resolution No. 2022-28, authorizing the filing of an application for a Sustainable Groundwater Management Grant Program – Round 2 Implementation for the Mission Creek Subbasin.

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

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

**APPROVE CHANGE ORDER NO. 1 WITH L.O. LYNCH QUALITY WELLS & PUMPS, INC., FOR ON-CALL WELL AND BOOSTER MAINTENANCE AND REPAIR SERVICES**

The Board authorized the General Manager to approve Change Order No. 1 with L.O. Lynch Quality Wells & Pumps, Inc. for On-Call Well and Booster Maintenance and Repair Services. The change order would increase the contract amount to \$250,000 from \$150,000 to a not to exceed amount of \$400,000 and authorize the General Manager to do all things necessary to complete the project.

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

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

**APPROVE CHANGE ORDER NO. 1 WITH TRI-STAR CONTRACTING II, INC. FOR ON-CALL SANITARY SEWER REPAIR SERVICES ON 1ST STREET, 4TH STREET, 6TH STREET, AND 7TH STREET**

The Board authorized the General Manager to approve Contract Change Order No. 1 with Tri-Star Contracting II, Inc. for On-Call Sanitary Sewer Repair Services on 1st Street, 4th Street, 6th, Street, and 7th Street. The Change order would increase the contract amount to \$250,000 from \$150,000 to a not to exceed the amount of \$400,000 and authorize the General Manager to do all things necessary to complete the project.

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

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

**ACCEPTANCE OF THE HORTON WASTEWATER TREATMENT PLANT INFLUENT PUMP STATION ODOR CONTROL SYSTEM PROJECT**

The Board accepted the Horton Wastewater Treatment Plant Influent Pump Station Odor Control System as complete and authorize the release of retention money held for Atom in the amount of \$22,981.65 thirty-five days after filing the Notice of Completion (NOC).

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

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

**ACCEPTANCE OF GRANT OF EASEMENT DEED FOR PUBLIC WATER UTILITY EASEMENT; ELVIS ARANDA - 15TH AVENUE NEW WATER SERVICE**

The Board authorized the General Manager to sign the Certificate of Acceptance, approving and accepting the Grant of Easement Deed from Elvis Aranda, a single man, dated October 28, 2022, for a public water utility easement, located on the easterly 30 feet of APN: 654-030-058, Riverside County, CA.

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

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

**RESOLUTION NO. 2022-29 ADOPTION OF THE MISSION SPRINGS WATER DISTRICT INJURY AND ILLNESS PREVENTION PROGRAM**

The Board adopted Resolution No. 2022-29 establishing its Employee Injury and Illness Prevention Program in accordance with regulations enacted by Cal/OSHA and Rescind Resolution 2018-18.

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

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

**FIRST AMENDMENT TO CONTRACT AGREEMENT WITH WEST YOST & ASSOCIATES, INC. FOR HORTON WASTEWATER TREATMENT PLANT TECHNICAL REPORTS**

The Board authorized the General Manager to amend the contract agreement with West Yost Associates, Inc. to prepare a Total Dissolved Solids Impact Evaluation Work Plan and a Nitrogen Control Strategy Technical Report for the Horton Wastewater Treatment Plant. The contract amendment increases the contract amount of \$44,166.00 by \$137,140.00, to a not to exceed amount of \$181,306.00, and authorizes the General Manager to do all things necessary to complete the project.

Vice President Wright recused herself from this item due to her position on the Regional Board Colorado Basin.

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

Voting Yea: President Martin, Director Sewell, Director Grasha, Director Griffith

Voting Abstaining: Vice President Wright

### DISCUSSION ITEMS

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

No further report

**CRITICAL SERVICES CENTER AND ADMINISTRATION BUILDING UPDATE**

Alvin Flores of Rhanu Clarke presented a brief update to the Board.

**DISTRICT HOLIDAY SCHEDULE**

Discussion on the District's holiday schedule and possible closures.

### CONSENT AGENDA

Minutes: **Motion made by Director Griffith, Seconded by Director Sewell.**

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

Register of Demands: **Motion made by Vice President Wright, Seconded by Director Griffith.**

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

### APPROVAL OF MINUTES

It is recommended to approve the minutes as follows:

October 13, 2022 - Study Session Minutes

October 17, 2022 - Board Meeting Minutes

### REGISTER OF DEMANDS

The register of demands totaling \$2,755,301.88

### REPORTS

#### DIRECTOR'S REPORTS

Director Griffith reported he attended the following events: 10/4 & 10/18 DWA Board Meeting, 10/25 CVWD Board Meeting.

Director Sewell reported he attended the following events: 10/6 PSUSD State of the District Breakfast, 10/31 CVEP Economic Summit

President Martin reported he attended the following events: 10/4 RivCo Board of Supervisors Meeting, 10/4 DHS City Council Meeting, 10/6 DVBA Legislative Meeting, 10/18 DHS City Council Meeting, 10/19

DVBA Public Officials Luncheon, 10/31 CVEP Economic Summit, 10/13 DVBA General Membership Luncheon, 10/18 RivCo Board of Supervisors Meeting, 10/20 PS Chamber of Commerce Event, 10/24 Cabot's Museum Board Meeting.

**GENERAL MANAGER'S REPORT**

Nothing further to add

**COMMENTS****DISTRICT COUNSEL COMMENTS**

General Counsel announced no closed session today. He reviewed key pieces of legislation that will impact the Board.

**DIRECTOR COMMENTS**

Director Sewell, although the election results have not yet been certified, took a moment to thank Nancy Wright for her over 30 years of service.

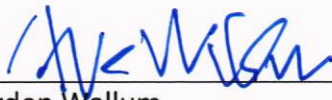
Director Griffith echoed Director Sewell's sentiments.

Vice President Wright noted she is very proud of the District and no matter what happens with the election, she will continue to advocate for water, the water District, and our water rights. She will continue to advocate for water quality as a member of the Regional Water Quality Control Board, Colorado River Basin Region. Next year is MSWD's 70th Anniversary and she is looking forward to celebrating this wonderful milestone. She wishes all a Happy Thanksgiving and noted we all have something to be thankful for...unlike many in the Eastern Coachella Valley, we have clean reliable water coming from our taps, but they do not. She thanked MSWD for our reliable water services.

President Martin wished Nancy well, two young kids who grew up in the same neighborhood, it has been a pleasure to serve with her.

**ADJOURN**

Respectfully,



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Arden Wallum

Secretary of the Board of Directors