

**MINUTES OF A REGULAR MEETING**  
**REGULAR MEETING OF THE BOARD OF COMMISSIONERS**  
**VICTOR VALLEY WASTEWATER RECLAMATION AUTHORITY (VWVRA)**  
**January 16, 2020**

**CALL TO ORDER:** Chair Scott Nassif called the meeting to order at 7:34 AM; in Conference Room D at Victorville City Hall, located at 14343 Civic Drive, Victorville California, with the following members present:

**TOWN OF APPLE VALLEY**  
**CITY OF VICTORVILLE**  
**CITY OF HESPERIA**  
**ORO GRANDE (CSA 42) AND**  
**SPRING VALLEY LAKE (CSA 64)**

**Scott Nassif, Chair**  
**Debra Jones, Vice-Chair**  
**Larry Bird, Secretary**  
**Robert Lovingood, Treasurer**

**VWVRA Staff and Legal Counsel:**

**Darron Poulsen, General Manager**  
**Kristi Casteel, Secretary to GM/Board**  
**Piero Dallarda, Legal Counsel (BB&K)**  
**Chieko Keagy, Controller**

**Xiewi Wang, Senior Accountant**  
**Alton Anderson, Construction Manager**  
**Robert Coromina, Director of Administration**

**Guest Present:**

**Doug Robertson Apple Valley**  
**Nils Bentsen, City of Hesperia**  
**Keith Metzler, City of Victorville**  
**Don Holland, County of San Bernardino**

**Carl Coleman, Mojave Water**  
**Chris Brown, Fedak & Brown**  
**Brian Gengler, City of Victorville**

**CLOSED SESSION**

**PUBLIC COMMENTS- CLOSED SESSION AGENDA**

Chair Nassif asked if there were any comments from the public regarding any item on the Closed Session Agenda. Hearing none, Chair Nassif called for a motion to enter into Closed Session.

**Moved: Commissioner Bird**

**Second: Commissioner Jones**

**Motion to enter into Closed Session**

**Motion passed by a 4-0 roll call vote**

**REGULAR SESSION**

**CALL TO ORDER & PLEDGE OF ALLEGIANCE**

Chair Nassif called the meeting to order at 8:41 AM. Commissioner Bird left after closed session to attend a prior engagement.

**REPORT FROM CLOSED SESSION**

No reportable action from closed session but the Board did want to have a Special Meeting on January 30, 2020 at 11 AM to continue to discuss item 1 from closed session.

**PUBLIC COMMENTS- REGULAR SESSION AGENDA**

None

**PRESENTATIONS**

**4. Mid-year Budget Review**

Chieko Keagy gave a presentation on the mid-year budget.

**POSSIBLE CONFLICT OF INTEREST**

Chair Nassif will be abstaining from any disbursements to Napa Auto Parts on item 6

**CONSENT CALENDAR:**

**5. Receive, Approve and File Minutes, December 19, 2019**

**6. Receive, Approve and File December 2019 Disbursement**

**Moved: Commissioner Lovingood**

**Second: Commissioner Jones**

**Approval of the Consent Calendar Items 4 and 5 with Chair Nassif abstaining from any disbursements to Napa Auto Parts on item 5.**

**Chair Nassif- Yes**

**Commissioner Jones- Yes**

**Commissioner Lovingood- Yes**

**Motion passed by a 3-0 roll call vote with Commissioner Bird absent**

**ACTION ITEM:**

**7. Recommendation to Adopt Resolution 2019-17 to Receive and File A Single Audit Report for FY End June 30, 2018**

The Board will consider approval of Resolution 2019-17, A Resolution of the Board of Commissioners of the Victor Valley Wastewater Reclamation Authority to receive and file the Comprehensive Annual Financial Report (CAFR) for the year ended June 30, 2018.

Commissioner Lovingood asked to have some language changed in the notes. Staff said they would make those changes.

Chris Brown from Fedak & Brown gave a brief presentation.

**Moved: Commissioner Lovingood**

**Second: Commissioner Jones**

**Approval of Recommendation to Adopt Resolution 2019-17 to Receive and File A Single Audit Report for FY End June 30, 2018 as amended by Commissioner Lovingood.**

**Chair Nassif- Yes**

**Commissioner Jones- Yes**

**Commissioner Lovingood- Yes**

**Motion passed by a 3-0 roll call vote with Commissioner Bird absent**

**8. Recommendation to Ratify Emergency Work for Drying Beds**

The Board will consider approval to ratify the General Manager's declaration of an emergency, and per the emergency declaration provision in the VVWRA Finance Policies, approve the purchase of a Netzsch Nemo progressive cavity pump model nm125sy03s14z not to exceed \$90,931.14 from MISCOWATER as shown in the attached Quote JBZ-B000364224.

**Moved: Commissioner Jones**

**Second: Commissioner Lovingood**

**Approval of Recommendation to Ratify Emergency Work for Drying Beds Chair**

**Nassif- Yes**

**Commissioner Jones- Yes**

**Commissioner Lovingood- Yes**

**Motion passed by a 3-0 roll call vote with Commissioner Bird absent**

**STAFF/PROFESSIONAL SERVICES REPORTS:**

9. **General Managers Report**
  - **Co-Digestion Article**
  - **CWEA DAMS Awards**
10. **Financial and Investment Report – December 2019**
11. **Operations & Maintenance Report – December 2019**
12. **Environmental Compliance Department Reports – December 2019**
13. **Septage Receiving Facility Reports – December 2019**
14. **Safety & Communications Report – December 2019**


**CLOSED SESSION (If Closed Session is continued)**

**ADJOURNMENT**

The board will adjourn to a regular board meeting on February 27, 2020 at 7:30 a.m.

**APPROVAL:**

**DATE:** February 27, 2019 **BY:**

  
Approved by VVWRA Board Larry Bird,  
Secretary VVWRA Board of Commissioners