

**MINUTES OF A REGULAR MEETING
REGULAR MEETING OF THE BOARD OF COMMISSIONERS
VICTOR VALLEY WASTEWATER RECLAMATION AUTHORITY (VWRA)
September 17, 2020**

CALL TO ORDER: Chair Debra Jones called the meeting to order at 7:45 AM; in Conference Room D at Victorville City Hall, located at 14343 Civic Drive, Victorville California, with the following members present:

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

**Debra Jones, Chair
Bill Holland, Vice-Chair
Don Holland, Secretary

Scott Nassif, Treasurer**

VWRA Staff and Legal Counsel:

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

Robert Coromina, Director of Administration

Guest Present:

**Keith Metzler, City of Victorville
Doug Robinson, Town of Apple Valley**

**Carl Coleman, Mojave Water Agency
Brian Gengler, City of Victorville**

CLOSED SESSION

PUBLIC COMMENTS- CLOSED SESSION AGENDA

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

Moved: Commissioner Nassif

Second: Commissioner Holland

Motion to enter into Closed Session

Motion passed by a 4-0 roll call vote

REGULAR SESSION

CALL TO ORDER & PLEDGE OF ALLEGIANCE

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Chair Jones called the meeting to order at 8:43 AM.

REPORT FROM CLOSED SESSION

PUBLIC COMMENTS- REGULAR SESSION AGENDA

None

POSSIBLE CONFLICT OF INTEREST

Commissioner Nassif will be abstaining from any disbursements to Napa Auto Parts on item 7

CONSENT CALENDAR:

- 6. Receive, Approve and File Minutes, August 20, 2020**
- 7. Receive, Approve and File July 2020 Disbursement**

Moved: Commissioner Nassif

Second: Commissioner B Holland

Approval of the Consent Calendar Items 6 and 7 with Commissioner Nassif abstaining from any disbursements to Napa Auto Parts on item 7.

Chair Jones- Yes

Commissioner B Holland- Yes

Commissioner D Holland- Yes

Commissioner Nassif- Yes

Motion passed by a 4-0 roll call vote

ACTION ITEM:

- 8. Ratification of the Drying Bed Emergency**

The Board will consider ratifying the costs associated with the drying bed emergency declared on January 16, 2020 in the amount of \$314,777.30 that was incurred during the period of February 2020 through June of 2020.

Moved: Commissioner Nassif

Second: Commissioner D Holland

Approval to ratify the costs associated with the drying bed emergency declared on January 16, 2020 in the amount of \$314,777.30 that was incurred during the period of February 2020 through June of 2020

Chair Jones- Yes

Commissioner B Holland- Yes

Commissioner D Holland - Yes

Commissioner Nassif- Yes

Motion passed by a 4-0 roll call vote

9. Recommendation to Pay Overdue Lee Graham Invoice and to approve a 2020-21 On-Call Contract

It is recommended that the Board of Commissioners approve payment of an invoice in the amount of \$55,000 to Lee Graham for on-call services, on site grading work, started last fiscal year and completed this fiscal year.

and

It is recommended that the Board of Commissioners approve the General Manager to execute an annual on-call contract with Lee Graham for earthwork services for an amount not to exceed \$55,000 upon review and approval by legal counsel.

Moved: Commissioner B Holland

Second: Commissioner Nassif

Approval of payment of an invoice in the amount of \$55,000 to Lee Graham for on-call services, on site grading work, started last fiscal year and completed this fiscal year and execute an annual on-call contract with Lee Graham for earthwork services for an amount not to exceed \$55,000 upon review and approval by legal counsel.

Chair Jones- Yes

Commissioner B Holland- Yes

Commissioner D Holland - Yes

Commissioner Nassif- Yes

Motion passed by a 4-0 roll call vote

10. Recommendation to Approve a Contract for On-call or as Needed Electrical Services

It is recommended that the Board of Commissioners approve the General Manager to execute an on-call contract for electrical services not to exceed \$55,000.00 for public project services to the selected contractor(s) listed below upon review and approval by legal counsel.

Moved: Commissioner Nassif Second: Commissioner D. Holland

Approval of the General Manager to execute an on-call contract for electrical services not to exceed \$55,000.00 for public project services to the selected contractor(s) listed below upon review and approval by legal counsel.

Chair Jones- Yes

Commissioner B Holland- Yes

Commissioner D Holland - Yes

Commissioner Nassif- Yes

Motion passed by a 4-0 roll call vote

11. Recommendation to Approve a Professional Services Agreement for Owner's Representative and Construction Management Services for the Renewable Natural Gas Project

It is recommended that the Board of Commissioners approve the General Manager to award a Professional Services Agreement (PSA) for Owner's Representative and Construction Management Services for the Renewable Natural Gas Project to Biogas Engineering (BGE) in the amount of \$168,000 upon review and approval by legal counsel.

Moved: Commissioner Nassif Second: Commissioner B Holland

Approval of the General Manager to award a Professional Services Agreement (PSA) for Owner's Representative and Construction Management Services for the Renewable Natural Gas Project to Biogas Engineering (BGE) in the amount of \$168,000 upon review and approval by legal counsel.

Chair Jones- Yes

Commissioner B Holland- Yes

Commissioner D Holland - Yes

Commissioner Nassif- Yes

Motion passed by a 4-0 roll call vote

STAFF/PROFESSIONAL SERVICES REPORTS:

- 12. General Managers Report**
- 13. Financial and Investment Report – August 2020**
- 14. Operations & Maintenance Report – August 2020**
- 15. Environmental Compliance Department Reports – August 2020**
- 16. Septage Receiving Facility Reports – August 2020**
- 17. Safety & Communications Report – August 2020**

CLOSED SESSION (If Closed Session is continued)


ADJOURNMENT

The board will adjourn to a regular board meeting on October 29, 2020 at 7:30 a.m.

APPROVAL:

DATE: October 29, 2020

BY:


Approved by VVWRA Board Robert Lovingood,
Secretary VVWRA Board of Commissioners