

MINUTES OF A REGULAR MEETING
REGULAR MEETING OF THE BOARD OF COMMISSIONERS
VICTOR VALLEY WASTEWATER RECLAMATION AUTHORITY (VWRA)
October 29, 2020

CALL TO ORDER: Chair Jim Cox called the meeting to order at 7:38 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

Jim Cox, Chair
Bill Holland, Vice-Chair
Robert Lovingood, 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
Debra Jones, City of Victorville

Nils Bentsen, City of Hesperia
Janele Davidson, City of Victorville
Brian Gengler, City of Victorville

CLOSED SESSION

PUBLIC COMMENTS- CLOSED SESSION AGENDA

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

Moved: Commissioner Lovingood

Second: Commissioner Nassif

Motion to enter Closed Session

Motion passed by a 4-0 roll call vote

REGULAR SESSION

CALL TO ORDER & PLEDGE OF ALLEGIANCE

Chair Cox called the meeting to order at 8:25 AM.

REPORT FROM CLOSED SESSION

None

PUBLIC COMMENTS- REGULAR SESSION AGENDA

None

POSSIBLE CONFLICT OF INTEREST

Commissioner Nassif will be abstaining from any disbursements to Napa Auto Parts on item 9

CONSENT CALENDAR:

- 8. Receive, Approve and File Minutes, September 10, 2020, September 17, 2020 and October 14, 2020**
- 9. Receive, Approve and File September 2020 Disbursement**

Moved: Commissioner Holland

Second: Commissioner Nassif

Approval of the Consent Calendar Items 8 and 9 with Commissioner Nassif abstaining from any disbursements to Napa Auto Parts on item 9.

Chair Cox- Yes

Commissioner Holland- Yes

Commissioner Lovingood- Yes

Commissioner Nassif- Yes

Motion passed by a 4-0 roll call vote

ACTION ITEM:

- 10. Recommendation to Approve Amended Settlement Agreement with Victorville**

The Board will consider approval of an Amended Settlement Agreement with Victorville.

Moved: Commissioner Nassif Second: Commissioner Lovingood

Approval of Recommendation to an Amend the Settlement Agreement with Victorville.

Chair Cox- Yes

Commissioner Holland- No

Commissioner Lovingood-Yes

Commissioner Nassif- Yes

Motion passed by a 3-1 roll call vote with Commissioner Holland voting no

11. Recommendation for Replacement and Commissioning of SRC Reactor Catalyst

The Board will consider approval for the General Manager to award a sole source Professional Services Agreement (PSA) with HUG Engineering for the replacement of 2 Selective Catalyst Reduction (SCR) reactors catalyst and commissioning of 2 SCR reactors and 2 SCR Urea dosing systems for CHP #1 and CHP #2.

Moved: Commissioner Lovingood Second: Commissioner Nassif

Approval for the General Manager to award a sole source Professional Services Agreement (PSA) with HUG Engineering for the replacement of 2 Selective Catalyst Reduction (SCR) reactors catalyst and commissioning of 2 SCR reactors and 2 SCR Urea dosing systems for CHP #1 and CHP #2.

Chair Cox- Yes

Commissioner Holland- Yes

Commissioner Lovingood - Yes

Commissioner Nassif- Yes

Motion passed by a 4-0 roll call vote

12. Recommendation to Approve Resolution 2020-10 Revised Records Retention Policy

The Board will consider approval of Resolution 2020-10 be adopted by the Board of Commissioners to rescind the current Document Retention Policy under Resolution 2013-18 and adopt an amended policy to include an update to the record retention schedule.

Moved: Commissioner Holland Second: Commissioner Nassif

Approval of Resolution 2020-10 be adopted by the Board of Commissioners to rescind the current Document Retention Policy under Resolution 2013-18 and adopt an amended policy to include an update to the record retention schedule.

Chair Cox- Yes

Commissioner Holland- Yes

Commissioner Lovingood - Yes

Commissioner Nassif- Yes

Motion passed by a 4-0 roll call vote

13. Recommendation to award a contract for Landscaping to Lawnmaster for \$58,917.12.00

The Board will consider approval of the landscaping maintenance contract to Lawnmaster for \$58,917.12.00 pending legal review.

Moved: Commissioner Lovingood Second: Commissioner Holland

Approval of the landscaping maintenance contract to Lawnmaster for \$58,917.12.00 pending legal review.

Chair Cox- Yes

Commissioner Holland- Yes

Commissioner Lovingood - Yes

Commissioner Nassif- Yes

Motion passed by a 4-0 roll call vote

14. Recommendation to for Heating and Air Services

The Board will consider approval of the General Manager to execute an on-call contract for Heating and Cooling services (HVAC) 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 Holland Second: Commissioner Nassif

Approval of the General Manager to execute an on-call contract for Heating and Cooling services (HVAC) 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 Cox- Yes

Commissioner Holland- Yes

Commissioner Lovingood - Yes

Commissioner Nassif- Yes

Motion passed by a 4-0 roll call vote

15. Recommendation for CIP Budget Funding Reallocation

The Board will consider approval of the development and funding of four new CIP projects and allow funding transfers to occur between existing funded and partially funded projects to cover the costs of the newly developed projects. No new funds are being requested to fund these projects; only existing budgeted dollars will be used to complete these projects.

Moved: Commissioner Lovingood Second: Commissioner Nassif

Approval of the development and funding of four new CIP projects and allow funding transfers to occur between existing funded and partially funded projects to cover the costs of the newly developed projects. No new funds are being requested to fund these projects; only existing budgeted dollars will be used to complete these projects.

Chair Cox- Yes

Commissioner Holland- Yes

Commissioner Lovingood - Yes

Commissioner Nassif- Yes

Motion passed by a 4-0 roll call vote

16. Recommendation to Approve the 2021 Board Schedule with Modifications

The Board will consider approval of one of the two options for the 2021 Board Meeting Schedule and consider going dark in August and December. Option 1- Keep the traditional third Thursday of the month (Exhibit 1) Option 2- Move the Board Meetings to the last Thursday of the month (Exhibit 2) Staff would also like the Board to consider going dark for the months of August and December.

Moved: Commissioner Holland Second: Commissioner Nassif

Approval of option one, keeping the third Thursday with going dark in August and December.

Chair Cox- Yes

Commissioner Lovingood- Yes

Commissioner Holland - Yes

Commissioner Nassif- Yes

Motion passed by a 4-0 roll call vote

STAFF/PROFESSIONAL SERVICES REPORTS:

17. **General Managers Report**
 - GFOA Award
18. **Financial and Investment Report – September 2020**
19. **Operations & Maintenance Report – September 2020**
20. **Environmental Compliance Department Reports – September 2020**
21. **Septage Receiving Facility Reports – September 2020**
22. **Safety & Communications Report – September 2020**

CLOSED SESSION (If Closed Session is continued)


ADJOURNMENT

The board will adjourn to a regular board meeting on November 19, 2020 at 7:30 a.m.

APPROVAL:

DATE: November 19, 2020

BY:


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