

**MINUTES OF A REGULAR MEETING
REGULAR MEETING OF THE BOARD OF COMMISSIONERS
VICTOR VALLEY WASTEWATER RECLAMATION AUTHORITY (VWRA)
August 16, 2018**

CALL TO ORDER: Chair Jeff Rigney called the meeting to order at 8:01 am; in Conference Room D at Victorville City Hall, located at 14343 Civic Drive, Victorville California, with the following members present:

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

**Jeff Rigney, Chair
Scott Nassif, Vice-Chair
Jim Kennedy, Secretary
Larry Bird, Treasurer**

VWRA Staff and Legal Counsel:

**Logan Olds, General Manager
Kristi Casteel, Secretary to GM/Board
Piero Dallarda, Legal Counsel (BB&K)
Chieko Keagy, Contoller
Alton Anderson, Construction Manager
David Wylie, Safety & Communications Officer**

**Xiewi Wang, Senior Accountant
Robert Coromina, Director of Administration
Brad Adams, Lead Operator
Marcos Avila, Lead Mechanic
Eugene Davis, O&M Manager
Latif Laari, Business Application Manager**

Others Present:

**Nils Bentsen, City of Hesperia
Greg Snyder, Town of Apple Valley
Paul Russ, City of Hesperia
Brian Gengler, City of Victorville**

**Doug Robertson, Town of Apple Valley
Jim Cox, City of Victorville
Carl Coleman, MWA**

CLOSED SESSION

PUBLIC COMMENTS- CLOSED SESSION AGENDA

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

Commissioner Nassif made a motion to enter into Closed Session. Seconded by Commissioner Bird.

REGULAR SESSION

CALL TO ORDER & PLEDGE OF ALLEGIANCE

Chair Rigney called the meeting to order at 9:02 am.

REPORT FROM CLOSED SESSION

Piero Dallarda stated that there was no reportable action from closed session and Commissioner Kennedy recused himself from item 6 due to a potential conflict.

PUBLIC COMMENTS- REGULAR SESSION AGENDA

None

ANNOUNCEMENTS AND CORRESPONDENCE:

7. Possible conflict of interest issues

Commissioner Nassif is abstaining from any disbursements to Napa Auto Parts.

8. Southwest Gas Rate Increase Resulting from CPUC Decision Creating a Greenhouse Gas Balancing Account

CONSENT CALENDAR:

9. Approve July 2018 Disbursement Registers

Commissioner Nassif is abstaining from any disbursements to Napa Auto Parts.

10. Approve Minutes from the July 19, 2018 Regular Meeting

11. Recommendation to Purchase a Spare Stage Pump for the Apple Valley Pump Station

Commissioner Kennedy made a motion to approve the consent calendar, seconded by Commissioner Bird and approved by roll call vote with Commissioner Nassif abstaining from any disbursements to Napa Auto Parts.

Chair Rigney: Yes

Commissioner Bird: Yes

Commissioner Nassif: Yes

Commissioner Kennedy: Yes

ACTION & DISCUSSION ITEMS:

12. Discussion Regarding Use of State Revolving Fund Loan Proceeds

Manager Olds stated that at the conclusion of the last Board meeting he was directed to refer the question to the State. On page 12-3 of this agenda, you will see that the response from the State is “if the recipient has already paid the contractors with their own funds and we are reimbursing, they are eligible to use our funds as they wish.” Manager Olds stated that he is still waiting on a memo from legal counsel regarding the matter. Once the memo has been received, Manager Olds will bring the matter back to the Board.

13. Discussion Regarding Financial Plan and Rate Study

Manager Olds stated that at the last Board meeting there was discussion by the Board to move forward with the fundamental rate concept that are being considered in the revised Joint Powers Agreement. Manager Olds said that he would bring the materials that the Board adopted once more. Included in those documents are the original staff recommendation, the proposal from Raftelis and the minutes of the discussion that occurred in September of 2017. Although the Board awarded to Raftelis, the decision at the time was to move forward with the mediation and the discussions regarding the JPA until such a time that there was some type of frame work around which financial decisions could be made. This item does not require you to approve the retention of Raftelis because that has already occurred. This item is to authorize the General Manager to begin the process of evaluating the structural elements with the finance committee.

Commissioner Nassif made a motion to approve the recommendation, seconded by Commissioner Kennedy and approved by roll call.

Chair Rigney: Yes

Commissioner Bird: Yes

Commissioner Nassif: Yes

Commissioner Kennedy: Yes

14. Design of Office Addition to Eliminate Administration Trailers

Manager Olds stated that one of the subjects that came up during the financial meetings for the adoption of the FY 18-19 budget was that administrative staff is currently in nine trailers. Each of the trailers has their own heating/air conditioning systems attached to them. This system was intended to only occur for no more than three years and it is now going on five years. The cost has risen over \$10,000.00 on the lease during that time. The trailers use more electricity than the UV system at the plant does. It was the desire of the finance committee to move forward and address this issue. There is a local engineering firm that has this skill set and the cost is significantly less than the firms VVWRA normally uses that specialize in wastewater treatment.

Commissioner Nassif made a motion to approve the recommendation, seconded by Commissioner Bird and approved by roll call.

Chair Rigney: Yes

Commissioner Bird: Yes

Commissioner Nassif: Yes

Commissioner Kennedy: Yes

15. Sanitary Sewer Management Plan

Manager Olds stated all utilities that have collection systems are required to update their Sanitary Sewer Management Plan (SSMP) annually and then redo the entire document every ten years. Substantial changes have occurred to VVWRA's collection system over the last ten years which includes the Upper Narrows, the Santa Fe Interceptor, the Nanticoke Interceptor and the project to do Desert Knolls Wash as well as the Subregionals. In addition staff has been monitoring the collection system 24/7, 365. This is invaluable data. What is before the Board is just the audit. This takes a look at the existing plan and evaluates it based on what is occurring throughout the State for compliance. They would look for and identify any issues and then take those issues, prepare an RFP and then do the full SSMP. The distinction with this one, is that VVWRA desires to do hydraulic modeling because of the impact to capital projects as well as the impact to capacity for each of the member agencies to discharge to those lines. The hydraulic modeling is more costly. Staff may choose to move forward with this audit, staff may choose to move forward more rapidly with the hydraulic modeling and perhaps issue an RFP to pursue that modeling portion. It is anticipated that the entire SSMP, once staff knows where the deficiencies are, would be revised and updated during fiscal year 19-20 and brought before the Board for final adoption and then submittal to the State.

Commissioner Bird made a motion to approve the recommendation, seconded by Commissioner Nassif and approved by roll call.

Chair Rigney: Yes

Commissioner Bird: Yes

Commissioner Nassif: Yes

Commissioner Kennedy: Yes

16. Recommendation to Amend the 2018 Board Meeting Schedule

STAFF/PROFESSIONAL SERVICES REPORTS:

- 17. **Financial and Investment Report – July 2018**
- 18. **Operations & Maintenance Report – July 2018**
- 19. **Environmental Compliance Department Reports – July 2018**
- 20. **Septage Receiving Facility Reports – July 2018**
- 21. **Safety & Communications Report – July 2018**

NEXT VVWRA BOARD MEETING:

Thursday, September 20, 2018 – Regular Meeting of the Board of Commissioners

FUTURE AGENDA ITEMS

Leave Policy

COMMISSIONER COMMENTS

Chair Rigney thanked the Commission for sending him to pick up the award from NACWA. He stated that this was one of the better conferences that he has been to in his 34 years. This was a worldwide involved conference and very informative.

ADJOURNMENT

APPROVAL:

DATE: September 20, 2018

BY:



Approved by VVWRA Board Jim Kennedy,
Secretary VVWRA Board of Commissioners