

**MINUTES OF A REGULAR MEETING**  
**REGULAR MEETING OF THE BOARD OF COMMISSIONERS**  
**VICTOR VALLEY WASTEWATER RECLAMATION AUTHORITY (VWRA)**  
**September 21, 2017**

**CALL TO ORDER:** Chair Russ Blewett called the meeting to order at 8:05 am; in Conference Room D at Victorville City Hall, located at 14343 Civic Drive, Victorville California, with the following members present:

<b>CITY OF HESPERIA</b>	<b>Russell Blewett, Chair</b>
<b>ORO GRANDE (CSA 42) AND</b>	<b>ABSENT</b>
<b>SPRING VALLEY LAKE (CSA 64)</b>	
<b>TOWN OF APPLE VALLEY</b>	<b>Scott Nassif, Secretary</b>
<b>CITY OF VICTORVILLE</b>	<b>Jim Kennedy, Treasurer</b>

**VWRA Staff and Legal Counsel:**

<b>Logan Olds, General Manager</b>	<b>Kristi Casteel, Secretary to GM/Board</b>
<b>Piero Dallarda, Legal Counsel (BB&amp;K)</b>	<b>Alton Anderson, Construction Manager</b>
<b>Angela Valles, Director of Finance</b>	<b>Chieko Keagy, Accounting Supervisor</b>
<b>David Wylie, Communications &amp; Safety Officer</b>	<b>Xiewi Wang, Accountant</b>
<b>Robert Coromina, Director of Administration</b>	<b>Ryan Love, Lead Operator</b>
<b>Eugene Davis, Acting Director of Operations</b>	<b>Robert Townsend, EC Inspector</b>

**Others Present:**

<b>Nils Bentsen, City of Hesperia</b>	<b>Doug Robertson, City of Victorville</b>
<b>Lori Lamson, Town of Apple Valley</b>	<b>Art Bishop, Town Of Apple Valley</b>
<b>Carl Coleman, MWA</b>	<b>Keith Metzler, City of Victorville</b>
<b>Walter Linn, Rep for Congressman Cook</b>	<b>Greg Snyder, Town of Apple Valley</b>
<b>Brian Gengler, City of Victorville</b>	<b>George Harris, City of Victorville</b>
<b>Shea Johnson, Daily Press</b>	<b>Blanca Gomez, City of Victorville</b>

**CLOSED SESSION**

**PUBLIC COMMENTS- CLOSED SESSION AGENDA**

Chair Blewett 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.

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Commissioner Nassif made a motion to enter into Closed Session, which was seconded by Commissioner Kennedy

**REGULAR SESSION**

**CALL TO ORDER & PLEDGE OF ALLEGIANCE**

Chair Blewett called the meeting to order at 9:31 am.

**REPORT FROM CLOSED SESSION**

Nothing to report

**PUBLIC COMMENTS- REGULAR SESSION AGENDA**

NONE

**ANNOUNCEMENTS AND CORRESPONDENCE:**

**8. Possible conflict of interest issues**

Commissioner Nassif abstained from any disbursements to Napa Auto Parts.

**9. Article: How A Wastewater Plant Hits Net Zero Energy**

**10. Article: Turning Urine Into Electricity**

**11. Article: County Supervisor to Settle Decade-long Sludge Lawsuit**

**12. Article: Banned Pesticides From Illegal Pot Farms Seep Into California Water**

**13. General Managers Report – No report at this time**

**CONSENT CALENDAR:**

**14. Approve August 2017 Disbursement Registers**

Commissioner Nassif abstained from any disbursements to Napa Auto Parts.

**15. Approve Minutes from the August 17, 2017 Regular Meeting**

**16. Recommendation to Approve Professional Service Contract for Whitson Contracting and Management**

**17. Recommendation to Ratify Low Voltage Power Emergency Purchases**

Commissioner Nassif stating that this item was regarding the low voltage incident and some equipment being installed. What was the equipment installed? Will this equipment solve some of the issues with the low voltage and should this equipment have been installed earlier in anticipation of the low voltage?

Manager Olds said that this does relate to the expenditures from the emergency that occurred in May of this year when we lost all power to VVWRA and resulted in damage to both backup generators. The repairs that have taken place to date relate to fixing the two generators that were damaged and repairing the switch gear that was in control of that electrical generator equipment and receiving power from the grid. Some of the equipment was obsolete and required upgrading. In addition due to these types of issues and the way the generators now work based on the repairs it required the entire system to be reprogrammed. VVWRA continues to have ongoing low voltage issues. Should both onsite standby generators fail, there was a temp tap installed giving VVWRA the ability to bring a generator in from offsite and plug it in at the facility. Next week, power to the plant will be shut down for three days to complete the switch gear and electrical installations to ensure that if a generator is brought in from off site, it will work. This will complete the repairs. VVWRA has an agreement with Southern California Edison (SCE) stating that they maintain the electrical infrastructure and the switch gear. They believe that the issue may be from some of the transformers that are onsite that they are responsible for maintaining. Once VVWRA's work is completed next week, SCE will come in and evaluate all of their equipment onsite and attempt to determine what has been causing all of the low voltage issues.

Commissioner Nassif asked if after the investigation, would SCE be required to incur any of the costs for these issues?

Manager Olds stated that once SCE is finished with their investigation and determine what is causing the low voltage that yes they would be required to pay for damages caused by their equipment.

**18. Recommendation to Request Authorization to Issue an RFP For Grounds Keeping Services for the Hesperia and Apple Valley Water Reclamation Plants**

Commissioner Kennedy asked why we are requesting to pay for weed removal at the Apple Valley Golf Course. Maintaining the grounds at the plant is acceptable but asking for removal of weeds at the Golf Course is not.

Manager Olds stated that VVWRA has the easement for the infrastructure at the golf course site. VVWRA owns 10 feet on each side and that is what needs to be maintained, just the easement owned and operated by VVWRA.

Commissioner Nassif made a motion to approve recommendation, no second approved by roll call vote.

Chair Blewett: Yes

Commissioner Nassif: Yes

Commissioner Kennedy: No

**19. Request Authorization to Increase Professional Service Contract With Justice King and JAMS to Mediate Issues Associated With the VVWRA Joint Powers and Service Agreements**

**Pull item 18**

Commissioner Kennedy made a motion to approve the consent calendar with the exception of item 18, seconded by Commissioner Nassif and approved by roll call vote with Commissioner Nassif abstaining from any disbursements to Napa Auto Parts.

Chair Blewett: Yes

Commissioner Nassif: Yes

Commissioner Kennedy: Yes

**REPORTS & PRESENTATIONS:**

**20. Presentation: In-house Leadership Training (Coromina)**

Robert Coromina gave a presentation on an In-house Leadership Program

**ACTION & DISCUSSION ITEMS:**

**21. Recommendation to Approve Change Order No. 2 For the Nanticoke Pump Station Bypass Sewer Project - AECOM**

Manager Olds stated that the Nanticoke Sewer Project has completed construction. This is the project to replace the obsolete pump station located in the Town of Apple Valley. Some of the issues related to change orders associated with this installation go back to the decision in 2015 to delay the construction by six months because of rain. Item 21 is the final change order with the Construction management of this project and item 22 is for the construction of that project. Both change orders have been reviewed by the Engineering Committee and it is the consensus to place them before the Board at this time.

Commissioner Nassif made a motion to approve the Recommendation, seconded by Commissioner Kennedy

Chair Blewett: Yes

Commissioner Nassif: Yes

Commissioner Kennedy: Yes

**22. Recommendation to Approve Change Order No. 3 For the Nanticoke Pump Station Bypass Sewer Project – Christenson Brothers**

Commissioner Kennedy made a motion to approve the Recommendation, seconded by Commissioner Nassif

Chair Blewett: Yes

Commissioner Nassif: Yes

Commissioner Kennedy: Yes

**23. Recommendation to Engage Raftelis Consulting to Prepare A Rate Study and Financial Plan**

Manager Olds stated that VVWRA is under extreme financial stress. Based on the last discussion at the Finance Committee and individual Board Members, staff contacted Raftelis Consulting. This proposal was distributed to the Finance Committee. Staff did not receive any comments on it. The amount in the proposal \$29,634.00 is an initial amount. The study adopted by the Board in 2014 was close to \$50,000.00. This proposal consists of the basics so that the Board can make informed decisions.

Commissioner Nassif believes that results of the mediation will drive the rate study. He doesn't believe that the rate study will help the mediation. The rate study needs to be done but he believes the study needs to be done after mediation.

Manager Olds agreed with Commissioner Nassif. Manager Olds stated that it would take at least 30 days to go through the contractual process to even get them on the books. Within that time hopefully mediation will have been completed and that information can be brought in and be included into the study.

Commissioner Kennedy made a motion to approve the Recommendation subject to nothing beginning until after mediation, seconded by Commissioner Nassif

Chair Blewett: Yes

Commissioner Nassif: Yes

Commissioner Kennedy: Yes

**24. Recommendation to Issue a Request for Proposal for Recommending Finance Software**

Manager Olds stated that this is the finance software that was addressed at the most recent Finance Committee meeting and the goal is to improve the efficiencies of our internal financial process.

Commissioner Kennedy stated that he attended that Finance Meeting and we were impressed with the guy that did the presentation and the new software looks like it will work.

Commissioner Kennedy made a motion to approve the Recommendation, seconded by Commissioner Nassif

Chair Blewett: Yes

Commissioner Nassif: Yes

Commissioner Kennedy: Yes

**25. Resolution 2017-05: Reconciliation of Fund Balances**

Commissioner Kennedy stated that at the last Finance Meeting items 25-28 were covered. These resolutions were brought to the Board a couple months ago and Commissioner Kennedy had a lot of questions. Once the questions were answered at the Finance meeting, the items that bothered Commissioner Kennedy the most were the result of the current accounting software system. With the implementation of the new software, these issues will be resolved.

Commissioner Kennedy made a motion to approve the Recommendation, seconded by Commissioner Nassif

Chair Blewett: Yes

Commissioner Nassif: Yes

Commissioner Kennedy: Yes

**26. Resolution 2017-06: Interfund Loan**

Commissioner Nassif made a motion to approve the Recommendation, seconded by Commissioner Kennedy

Chair Blewett: Yes

Commissioner Nassif: Yes

Commissioner Kennedy: Yes

**27. Resolution 2017-07: Funding of Repair and Replacement, Fund 07**

Commissioner Kennedy made a motion to approve the Recommendation, seconded by Commissioner Nassif

Chair Blewett: Yes

Commissioner Nassif: Yes

Commissioner Kennedy: Yes

**28. Resolution 2017-08 Revisions to Reserve Policy**

Commissioner Nassif made a motion to approve the Recommendation, seconded by Commissioner Kennedy

Chair Blewett: Yes

Commissioner Nassif: Yes

Commissioner Kennedy: Yes

**29. Recommendation to Reschedule the October Board Meeting to October 19<sup>th</sup>**

Consensus of the Board was to keep the meeting on October 26<sup>th</sup>

**30. Discussion on the Status of the Claim Filed Against the City of Victorville**

It was the consensus of the Board to table this item until the December 21<sup>st</sup> Board Meeting

**31. Discussion on the Withholding of Funds By the City of Hesperia**

There was a lengthy discussion by the Board regarding this matter. Commissioner Kennedy asked that an item be placed on the next agenda to file a claim against Hesperia.

**32. Recommendation to Request Authorization to Develop a Mutual Aid Agreement with the VVWRA Member Entities**

Manager Olds stated that this item relates to a request by the City of Victorville to develop a mutual aid agreement with VVWRA and the member entities. This is to formally draft what was always been done as a matter of practice. This is creating a document to agree to state what we are already doing. This process, if the Board decides to move forward with the recommendation, it would go back before the Engineering Committee to develop the terms and conditions associated with it, it would then go before the Finance Committee. Once there is consensus with both Committees it would come back before the Board for approval. Prior to Board has approval, it would have to go before each member entities legal counsel for review.

Commissioner Kennedy made a motion to approve the Recommendation, seconded by Commissioner Nassif

Chair Blewett: Yes

Commissioner Nassif: Yes

Commissioner Kennedy: Yes

**STAFF/PROFESSIONAL SERVICES REPORTS:**

- 33. Financial and Investment Report –August 2017**
- 34. Operations & Maintenance Report – August 2017**
- 35. Environmental Compliance Department Reports – August 2017**
- 36. Septage Receiving Facility Reports – August 2017**
- 37. Safety & Communications Report – August 2017**
- 38. Construction Report – August 2017**

**NEXT VVWRA BOARD MEETING:**

**Thursday, October 26, 2017 – Regular Meeting of the Board of Commissioners**

**FUTURE AGENDA ITEMS**

**Leave Policy**

**COMMISSIONER COMMENTS**

**Commissioner Nassif requested that an item be placed on the agenda to file a claim against Hesperia**

**ADJOURNMENT**



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**APPROVAL:**

**DATE:** 10/26/17  
Approved by VWRA Board

**BY:**

  
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Scott Nassif, Secretary  
VWRA Board of Commissioners