

**MINUTES OF A REGULAR MEETING
REGULAR MEETING OF THE BOARD OF COMMISSIONERS
VICTOR VALLEY WASTEWATER RECLAMATION AUTHORITY (VWRA)
May 20, 2021**

CALL TO ORDER: Chair Debra Jones called the meeting to order at 7:50 AM; via teleconference with the following members present:

CITY OF VICTORVILLE	Debra Jones, Chair
CITY OF HESPERIA	Bill Holland, Vice-Chair
ORO GRANDE (CSA 42) AND SPRING VALLEY LAKE (CSA 64)	Dakota Higgins, Secretary
TOWN OF APPLE VALLEY	Scott Nassif, Treasurer

VWRA Staff and Legal Counsel:

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

Guest Present:

Keith Metzler, City of Victorville	Nils Bentsen, City of Hesperia
Doug Robertson, Town of Apple Valley	

Chair Jones read the following statement:

Welcome to the VWRA May 20, 2021, regular meeting. I hope that you can all hear us. If you are following us and you are unable to speak for any reason or encounter any difficulties, please contact via e-mail our Board clerk, Kristi Casteel, her contact information is printed on the first page of the agenda. She or another VWRA employee will try to assist you. Please note that we will be having a closed session shortly after 7:30 a.m. telephonically though a different line so this line maybe silent until we come back from closed session. I am sure that all the participants have noticed the COVID 19 notice on the first page of our agenda. Public participation in our democracy is really fundamental to the health of our democracy. We wish we could hold our meeting in public participation but given the current COVID19 contagion concerns and our Governor's order and the Order of the Public Health officer for the County of San Bernardino, we are holding our meeting with public participation via Internet and telephonically. We will do our best to conduct the meeting in an orderly fashion and make sure that anyone who would like to participate has a chance to do so. Please follow the instructions on the first page of the agenda so we can make sure that you get to participate.

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 Higgins Second: Commissioner Nassif
Motion to enter Closed Session
Chair Jones- Yes
Commissioner Holland- Yes
Commissioner Higgins- Yes
Commissioner Nassif- Yes
Motion passed by a 4-0 roll call vote

REGULAR SESSION

CALL TO ORDER & PLEDGE OF ALLEGIANCE

Chair Jones called the meeting to order at 8:15 AM.

Roll Call for Open Session
Chair Jones- Present
Commissioner Holland- Present
Commissioner Higgins- Present
Commissioner Nassif- Present

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 4

CONSENT CALENDAR:

3. **Receive, Approve and File Minutes, April 15, 2021 and April 29, 2021**
4. **Receive, Approve and File April 2021 Disbursement**
5. **Recommendation to Ratify the Expenses of the Purchase of Two High Speed Turbo Blowers for an Amount Not to Exceed \$668,412.50 From the Operating Emergency Capital Reserve Account**

Moved: Commissioner Higgins Second: Commissioner Nassif

Approval of the Consent Calendar Items 3, 4, and 5 with Commissioner Nassif abstaining from any disbursements to Napa Auto Parts on item 4.

Chair Jones- Yes

Commissioner Holland- Yes

Commissioner Higgins- Yes

Commissioner Nassif- Yes

Motion passed by a 4-0 roll call vote

ACTION ITEM:

6. **Recommendation to Approve Amendment to Contract of General Manager Contract**

Moved: Commissioner Nassif Second: Commissioner Higgins

Approval for the amendment of the General Manager's contract and issue a bonus to the General Manager in the sum of \$5,000.00. The Board also directed legal to bring back the General Manager's contract to amend the options to include time off language.

Chair Jones- Yes

Commissioner Holland- Yes

Commissioner Higgins - Yes

Commissioner Nassif- Yes

Motion passed by a 4-0 roll call vote

- 7. Recommendation to Approve the General Manager to Award an Annual Janitorial Services Contract, With A Three Year Term, To Veterans Janitorial Services For \$32, 260 Annually, Pending Legal Review and Approval of the Agreement**

Moved: Commissioner Nassif Second: Commissioner Higgins

Approval for the General Manager to award an annual Janitorial services contract with a three-year term to Veteran Janitorial Services for \$32,260.00 annually, pending legal review and approval of the agreement.

Chair Jones- Yes

Commissioner Holland- Yes

Commissioner Higgins - Yes

Commissioner Nassif- Yes

Motion passed by a 4-0 roll call vote

- 8. Recommendation to Approve the General Manager to Award a Contract to Collicutt Energy Services in the Amount of \$227,778.58 For the Overhaul of the Waukesha Engines on Blowers 4 and 5, Pending Legal Review and Approval of the Agreement**

Moved: Commissioner Higgins Second: Commissioner Nassif

Approval for the General Manager to award a contract to Collicutt Energy Services in the amount of \$227778.58 for the overhaul of the Waukesha engines on blowers 4 and 5, pending legal review and approval of the agreement.

Chair Jones- Yes

Commissioner Holland- Yes

Commissioner Higgins - Yes

Commissioner Nassif- Yes

Motion passed by a 4-0 roll call vote

- 9. Recommendation to Approve the General Manager to Award a Contract to Trussell Technologies Inc. in the Amount of \$64,730 to Perform the UV Spot Check Bioassay at the Apple Valley and Hesperia Sub-Regional Facilities, Pending Legal Approval of the Agreement**

Moved: Commissioner Nassif Second: Commissioner Higgins

Approval for the General Manager to award a contract to Trussell Technologies Inc. in the amount of \$64,730 to perform the UV spot check bioassay at the Apple Valley and Hesperia sub-regional facilities, pending legal approval of the agreement.

Chair Jones- Yes

Commissioner Holland- Yes

Commissioner Higgins - Yes

Commissioner Nassif- Yes

Motion passed by a 4-0 roll call vote

STAFF/PROFESSIONAL SERVICES REPORTS:

10. **General Managers Report**
- 2021-2022 Budget Presentation
11. **Financial and Investment Report – First Quarter 2021**
12. **Operations & Maintenance Report – First Quarter 2021**
13. **Environmental Compliance Department Reports – First Quarter 2021**
14. **Septage Receiving Facility Reports – First Quarter 2021**
15. **Safety & Communications Report – First Quarter 2021**

CLOSED SESSION (If Closed Session is continued)

ADJOURNMENT

The board will adjourn to a regular board meeting on June 17, 2021 at 7:30 a.m.

APPROVAL:

DATE: June 17, 2021

BY:



Approved by VVWRA Board Paul Cook,
Secretary VVWRA Board of Commissioners