

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS
OF THE MONTE VISTA WATER DISTRICT**

March 27, 2019

DIRECTORS PRESENT:

Sandra Rose, President
G. Michael Milhiser, Vice President
Phil Erwin, Director
Tony Lopez, Director

DIRECTORS ABSENT:

Manny Martinez, Director/Auditor

STAFF PRESENT:

Mark N. Kinsey, General Manager
Andrew Gagen, Legal Counsel
Ray Harton, Director of Finance and Administrative Services
Van Jew, Director of Engineering, Operations & Maintenance
John Hughes, Water Systems Superintendent
Betty Conti, Human Resources & Risk Administrator
Stephanie Reimer, Finance & Information Technology Manager
Kelley Donaldson, Community Affairs Manager
Barry Rowley, Customer Service Supervisor

OTHERS IN ATTENDANCE:

Ms. Nicole Blute of Hazen & Sawyer

CALL TO ORDER

President Rose called the meeting to order at 6:30 p.m.

FLAG SALUTE

Director Erwin led those assembled in the Flag Salute

PUBLIC COMMENT/OPEN FORUM

President Rose commented on her absence at the Employee Awards Dinner. President Rose presented pins to General Manager Kinsey for his 20 years of service and Barry Rowley for his 40 years of service to the District and the Board congratulated them both.

AGENDA CHANGES/ADDITIONS

None

ITEM 1: DISCUSSION AND/OR ACTION ITEMS

A. Plant 30 Wellhead Treatment Project

Director of Engineer introduced Ms. Nicole Blute of Hazen & Sawyer and said her team has been involved in the design project of Plant 30 Wellhead Treatment Project. Ms. Blute then presented the Board with a brief overview of the project and outlined the project objectives, wells and pipelines, treatment approach and the project schedule. She explained the objective of the project is to restore water from Wells 30, 32, and 33 and provide treatment for two out of the three wells; with potential for expansion to treat all wells which is included in the master plan as a build out. She provided a site map of the wells and treatment plant and where pipelines will connect these wells. Ms. Blute also provided the treatment plant summary which included: water supply of 4,000 gpm expandable to 6,000 gpm, new regulatory limit for 1,2,3-TCP, and the treatment approach by using granular activated carbon (GAC) for 1,2,3-trichloropropane and Ion exchange (IX) for nitrate and perchlorate. Ms. Blute further provided a draft of the Plant 30 site layout and design basis for both the GAC treatment and the Ion exchange treatment vessels. She included additional space provided for future possible needs for the GAC and Ion exchange and provided a breakdown of the estimated total construction cost of the treatment facility of \$14.8 million. Ms. Blute concluded by providing the project schedule timeline. Discussion ensued during the presentation and it was received and filed.

ITEM 2: CONSENT CALENDAR

A. Upon motion by Director Erwin seconded by Director Lopez and unanimously carried:

M19-03-06

MOVED: Approval of Consent Calendar:

- A. Meeting minutes of March 13, 2019
- B. 1) Revise existing Capital Outlay Project, Montclair High School Meter Replacement (MA2019-05) to include Heritage Mobile Home Park Meter Replacement; and 2) approve transfer of an additional \$25,000 from reserves into Capital Outlay Project MA2019-05; bringing the meter replacement project total to \$31,550.

ITEM 3: DISCUSSION AND/OR ACTION ITEMS (continued)

B. Well Maintenance and Rehabilitation

Water Systems Superintendent John Hughes provided an informational presentation to the Board on the Well Maintenance and Rehabilitation and provided a detail diagram of the Well 30 construction process. Mr. Hughes provided background and said that wells are rehabilitated on a regular basis to improve production efficiency. He explained the normal rehabilitation process and said that preventative maintenance can increase the interval between major rehabs. Mr. Hughes said that typically wells are impacted by either biological or mineral fouling which leads to plugging of well casing perforations, restricting water flow entering the well. He said that history and data collected can determine the type of maintenance to be performed. Mr. Hughes provided a description of the process involved in the maintenance and rehabilitation of the well and provided supporting data, photos and video clips. Mr. Hughes also provided photos of the District's equipment used in the maintenance process. He further explained the cost comparison between a full well rehabilitation vs. preventative maintenance stating that preventative maintenance is far less expensive and downtime of the well is only 36 hours vs. 30 days or more when a full rehabilitation is involved. He said the next steps in this process are to continue monitoring well for inefficiencies and loss of production and to optimize process of frequency, delivery method and chemical dose. Discussion ensued and the informational presentation was received and filed.

C. Community Affairs Presentation

Community Affairs Manager Kelley Donaldson provided a brief update to the Board and said that Community Affairs has added some new Water Use Efficiency Programs which include 1) Turf Removal Rebate Update; 2) Irrigation Tune-Up and 3) Regional Program Participation. Ms. Donaldson said the Metropolitan Water District has increased the turf rebate and along with Inland Empire Utility Agency and the District's contribution; the total rebate for Commercial, Industrial, and Institution (CII) customers is \$3.50 per sq. ft. and \$3 per sq. ft. for residential customers. Ms. Donaldson said that additional changes include increasing maximum square foot area to get a greater impact to allow for utilization of larger plants, which makes the project more affordable. Ms. Donaldson said the Irrigation Tune-up Program assists customers in maximizing efficiency of their current irrigation system which includes: controller programming/scheduling, replacing broken sprinkler nozzles/heads, valve repair/replacement, valve wiring, minor repairs of leaking irrigation lines, and flushing of drip systems. She said currently the District's customers participate in regional programs such as: landscape design and the landscape evaluation/audit program offered by the Chino Basin Water Conservation District. Ms. Donaldson said that the District also offers a sprinkler nozzle retrofit program for their customers. She provided a snapshot of the current rebates program that our customers have participated in to reduce their water usage. She also provided some highlights of public engagement through our local newspaper and social media outlets and talked about recent activities the District has participated in. Ms. Donaldson also commented on regional efforts in water education programs and upcoming events that the District will be participating in. Discussion ensued and the presentation was received and filed.

D. Social Media Update

Community Affairs Manager Kelley Donaldson provided a graphical presentation to the Board on the District's current social media activities and proposed expansion of social media through various platforms which include: Instagram, Twitter, and Nextdoor. She explained how each platform will work for the District's needs and why going digital creates engagement with our customers, being more diverse and increase the level of community trust. Ms. Donaldson recommended the Board approve expanding the District's social media platform as presented. Discussion ensued and the presentation was received and filed.

A. Upon motion by Vice President Milhiser seconded by Director Lopez and unanimously carried:

M19-03-07

MOVED: The Board approved expanding the District's social media platforms as presented.

ITEM 3: GENERAL MANAGER COMMENTS

General Manager Kinsey briefed the Board on issues and activities of the past two weeks.

ITEM 4: BOARD COMMITTEE REPORTS

None.

ITEM 5: BOARD COMMENTS (*Reports on Conferences/Meetings Attended at District Expense*)

Director Lopez commented on the Employees Awards Dinner and said it was very nice and an outstanding job.

ITEM 6: CLOSED SESSION

President Rose recessed the meeting to closed session at 7:50 p.m. to discuss:

A. Conference with Legal Counsel – Existing Litigation (GC §54956.9[a])

Case Number RCV 51010: CBMWD v. City of Chino et al.

President Rose reconvened the meeting into open session at 8:04 p.m. and stated that no reportable action was taken on item A.

There being no further business, President Rose adjourned tonight's meeting at 8:04 p.m. in memory of Patrick James Malloy who passed away very unexpectedly on March 12, 2019 and he is the son of our long time employee Jeff Malloy.

Respectfully submitted,

Mark N. Kinsey
General Manager/Secretary