

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

May 11, 2022

The Board of Directors (Board) meeting of the Monte Vista Water District (District) was conducted consistent with the provisions in California Government Code section 54953(e), as amended by Assembly Bill 361 (2021), and pursuant to District Resolution.

DIRECTORS PRESENT

Sandra Rose, President
G. Michael Milhiser, Vice President
Manny Martinez, Board Auditor
Philip Erwin, Director
Tony Lopez, Director

DIRECTORS ABSENT

None.

STAFF PRESENT

Andrew Gagen, Legal Counsel
Kari Vozenilek, Legal Counsel
Stephanie Reimer, Assistant General Manager/Chief Financial Officer
A. William Schwartz, Director of Engineering, Operations, and Maintenance
Kelley Donaldson, Community Affairs Manager
Leah Nazaroff, Accounting Manager
Hilton Saenz, Distribution and Facilities Manager
Juan Ventura, Customer Service and Information Technology Manager
Michael Tse, Associate Engineer
Brandi Goodman-DeCoud, Executive Assistant II

OTHERS IN ATTENDANCE

None.

ITEM 1: CALL TO ORDER/FLAG SALUTE

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

Vice President Milhiser led those assembled in the Flag Salute.

ITEM 2: ROLL CALL

Ms. Goodman-DeCoud called roll call and noted all Directors as present.

Mr. Gagen reminded Directors that any votes taken during the portion of the meeting when Board members or the public are participating remotely must be taken by roll call vote. President Rose provided brief instructions on appropriate conduct during the meeting.

ITEM 3: PRESENTATION

A. 2022 “Water is Life” Student Art Poster Contest Winners

President Rose welcomed the members of the public attending the presentation of the Water is Life Student Art Poster Contest winners. Isaac Solis, Andrew Carbajal, Selene Rodriguez, Logan Guthrie, Lucca Flores, Fatima Nuno, Hannah Guthrie, Jazlynn Sanchez, and Camila Orozco, whom are students of Monte Vista Elementary School, Lyle S. Briggs Fundamental School, Our Lady of Lourdes School, Vernon Middle School, and Montclair High School, were acknowledged with certificates for their accomplishments.

Directors expressed their congratulations to the winners for their efforts in support of water conservation.

ITEM 4: PUBLIC COMMENT/OPEN FORUM

None.

ITEM 5: AGENDA CHANGES/ADDITIONS

None.

ITEM 6: CONSENT CALENDAR

Upon motion by Vice President Milhiser seconded by Director Erwin and unanimously carried:

M22-05-01

MOVED: Approve the Consent Calendar, as by roll call vote:

A. Meeting minutes of April 27, 2022: Approve as presented

B. Monthly Financial Reports – March 2022: 1) Accept the Register of Demands for the month ending March 31, 2022; and 2) approve the Financial Summaries for the month ending March 31, 2022.

C. Resolution 814-22: Re-authorizing Remote Teleconference Meetings: Adopt Resolution 814-22 re-authorizing remote teleconference meetings pursuant to Brown Act provisions.

President Rose	aye
Vice President Milhiser	aye
Board Auditor Martinez	aye
Director Erwin	aye
Director Lopez	aye

ITEM 7: DISCUSSION AND/OR ACTION ITEMS

A. Plant 34 Wellhead Treatment Project

Bill Schwartz provided a brief presentation in support of staff’s recommendation.

Vice President Milhiser inquired if all the money for the project is from reserves. Ms. Reimer confirmed the project was previously included in the budget. Vice President Milhiser thanked staff for the great job getting the project started.

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

M22-05-02

MOVED: Ratify the general manager’s action to proceed with the emergency Professional Services Agreement with Civiltec Engineering for design services in support of Plant 34 Wellhead Treatment Project for a total not-to-exceed amount of \$262,996, as by roll call vote:

President Rose	aye
Vice President Milhiser	aye
Board Auditor Martinez	aye
Director Erwin	aye
Director Lopez	aye

B. Facilities Maintenance Contract

Hilton Saenz provided a brief presentation in support of staff’s recommendation.

Vice President Milhiser questioned the duration of the contract. Mr. Saenz confirmed the term is for 12 months with a month-to-month contract.

Vice President Milhiser further questioned where the company was located. Mr. Saenz stated the company is based in Irvine with several satellite offices.

President Rose inquired on the process. Mr. Saenz stated that the group will submit a Request for Proposal, locate vendors, and manage the contracts.

Bill Schwartz expressed the extended duration that Mr. Saenz and Mr. John Hughes, Water Operations Manager, have spent in monitoring the facilities while this position has been vacant.

Upon motion by Director Erwin, seconded by Vice President Milhiser, and unanimously carried:

M22-05-03

MOVED: 1) Authorize the Board of Directors president and general manager to enter into a Professional Services Agreement with Vintage Group for a not-to-exceed amount of \$58,500; and 2) transfer \$9,750 from reserves to Account Number 567.100 – Office Maintenance, as by roll call vote:

President Rose	aye
Vice President Milhiser	aye
Board Auditor Martinez	aye
Director Erwin	aye
Director Lopez	aye

ITEM 8: GENERAL MANAGER’S REPORT

In addition to the written report, Ms. Reimer briefed the Board on issues and activities of the past two weeks. Topics covered include the statewide drought emergency; General Manager Scott-Coe’s presentation on the drought emergency on May 16 to the Montclair City Council; CSDA Annual Conference in August; introduction of new employee, Associate Engineer Michael Tse; District’s website new online public comment form; overview of the 2022 General Manager and Assistant General Manager Performance Evaluation process; and the upcoming Monte Vista Gives Back Lifestream blood drive on May 26 at the District office.

ITEM 9: INFORMATION ITEMS

Information items were included in the agenda packet. Board Members and the public were provided with the 2021 Annual Water Quality Report as a handout.

ITEM 10: BOARD COMMENTS (including reports on conferences/meetings attended at District expense)

President Rose provided a report on her attendance at the Association of California Water Agencies

Annual Conference in Sacramento.

ITEM 11: CLOSED SESSION

President Rose recessed the meeting to closed session at 7:34 p.m. to discuss:

- A. Conference with Legal Counsel – Existing Litigation (GC §54956.9[d][1])**
Case Number RCV 51010: CBMWD v. City of Chino et al.
- B. Conference with Legal Counsel – Existing Litigation (GC §54956.9[d][1])**
City of Montclair v. Monte Vista Water District (Superior Court of California, County of San Bernardino)
- C. Conference with Legal Counsel – Anticipated Litigation (GC §54956.9[d][4])**
Number of Potential Cases: One

President Rose reconvened the meeting into open session at 7:59 p.m. and stated that no reportable action was taken.

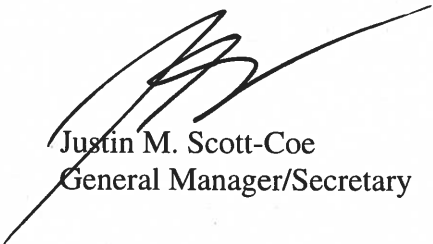
ITEM 12: ADJOURNMENT

Upon motion by Vice President Milhiser seconded by Director Erwin and unanimously carried:

M22-05-04	
MOVED: Approve to adjourn the meeting, as by roll call vote:	
President Rose	aye
Vice President Milhiser	aye
Board Auditor Martinez	aye
Director Erwin	aye
Director Lopez	aye

There being no further business, President Rose adjourned the meeting at 8:00 p.m.

Respectfully submitted,



Justin M. Scott-Coe
General Manager/Secretary