

LAKE ARROWHEAD COMMUNITY SERVICES DISTRICT
MINUTES OF REGULAR MEETING OF THE BOARD OF
DIRECTORS

DATE: May 28, 2019

TIME: 5:30 p.m.

PLACE: LACSD Blue Jay Board Room
27307 St. Hwy. 189, Ste. 104
Blue Jay, CA 92317

ATTENDANCE:

Board Members Present:

Steve Boydston, Vice President
Ryan Gross, Director
Steve Keefe, Director
Robert Morris, Director
John Wurm, President

Board Members Absent:

None

Others Present:

Catherine Cerri, General Manager
Joseph Byrne, General Counsel
Mike Blackwood, Field Operations Manager
Matt Brooks, Operations Manager
Tony Carricaburu, Mechanical Maintenance Supervisor
Kathleen Field, Board Secretary
Aida Hercules-Dodaro, District Engineer
John O'Brien, Finance Manager
Matt O'Kelly, Operations Supervisor -Wastewater
Natalie Potter, Human Resources Manager
Scott Schroder, Engineering Technician
Members of the Public - None

The Meeting was called to Order at 5:30 p.m. by John Wurm, President, who led those present in the Pledge of Allegiance to the Flag of the United States of America. Board Secretary Field certified the proper posting of the Agenda and called the roll.

APPROVAL OF AGENDA

The Board by general consensus approved the May 28, 2019 Regular Board Meeting agenda as presented.

PUBLIC COMMENT

There was no Public Comment.

CONSENT CALENDAR

Listed on the Consent Calendar were the following items for approval:

1. Approval of Meeting Minutes.

April 23, 2019 Regular Board Meeting Minutes

2. Consider Approving Investment Transactions for April 2019.

3. Consider Adoption of Fiscal Year 2019/2020 Investment Policy.

4. Consider Accepting the Bernina Tanks #1 & 2 Coating, Project No. 183 as Complete.

Vice President Boydston **MOVED** and Director Morris **SECONDED** to approve Consent Calendar Items 1- 4 as presented.

CARRIED: **AYES:** Boydston, Gross, Keefe, Morris, and Wurm
 NOES: None
 ABSTAIN: None
 ABSENT: None

INFORMATION AND DISCUSSION ITEMS

5. Departmental Reports.

a. District Engineer's Update on the District Corporation Yard Project No. 177

b. Finance Manager's Report – Fiscal Year 2018-19 Financial Statements and Cash Investment Report for Quarter Ended March 31, 2019

c. Operations Manager’s Report

There were no questions or comments on the departmental reports that were distributed with the agenda packet.

6. General Manager’s Report.

Ms. Cerri commented that the emergency electrical repair at the Grass Valley Wastewater Treatment Plant was completed and during the repair, exposed wires were discovered and repaired. However, the plant was still experiencing electrical issues, and they were troubleshooting, but the plant was operational. Ms. Cerri responded to questions.

ACTION ITEMS

7. Consider Awarding a Procurement Contract for the Provision of One (1) New Diesel-Powered Generator for the Cedar Ridge Booster Station Upgrade Project #178.

Immediately following the announcement of Action Item 7, Director Morris stated that he believed he did not have a conflict of interest but being overly cautious recused himself from the item. Director Morris departed the board room at approximately 5:34 p.m. Mr. Brooks commented that the replacement of the generator was one piece of the improvements for the Cedar Ridge Booster Station Upgrade Project. Director Gross commented and suggested that if projects were budgeted and were routine and non-controversial, they should be placed on the consent calendar going forward.

Following Board consideration, Director Gross **MOVED** and Director Keefe **SECONDED** to award a procurement contract for the provision one (1) new diesel-powered generator for the Cedar Ridge Booster Station Upgrade Project #178 to Yale Chase Power Systems for their low responsive and responsible bid of \$65,469.97.

CARRIED: **AYES:** **Boydston, Gross, Keefe, and Wurm**
 NOES: **None**
 ABSTAIN: **None**
 ABSENT: **None**
 RECUSE: **Morris**

Director Morris returned to the board room at approximately 5:36 p.m.

8. Consider Approving the Purchase of One (1) New Generac 35kw Natural Gas Generator and Automatic Transfer Switch for Lift Station #8.

Mr. Brooks commented that the actual fiscal impact for the purchase of the generator would be \$15,374.00 plus sales tax.

Following Board consideration, Director Keefe **MOVED** and Director Morris **SECONDED** to approve the purchase of one (1) New Generac 35kw natural gas generator and automatic transfer switch at a cost of \$15,374.00 plus sales tax, from Yale/Chase Equipment and Services Inc. for Lift Station #8.

CARRIED: **AYES:** **Boydston, Gross, Keefe, Morris, and Wurm**
NOES: **None**
ABSTAIN: **None**
ABSENT: **None**

9. Consider Awarding a Professional Services Contract with Microvi for Pilot-Scale Ammonia Removal Demonstration at the Grass Valley Wastewater Treatment Plant.

Mr. Brooks explained that Dudek was working with the District and completed the process evaluation and data gap analysis for the Grass Valley Wastewater Treatment Plant (GVWWTP) for Phase I. The project evaluated individual unit processes at the plant for hydraulic capacity and ability to perform the intended treatment. The analysis found that the trickling filters at the GVWWTP were a critical bottleneck for BOD removal and nitrification.

Following Board consideration, Director Keefe **MOVED** and Director Gross **SECONDED** to award a Professional Services Contract with Microvi to move forward with a pilot-scale ammonia removal demonstration at the Grass Valley Wastewater Treatment Plant; as outlined in their proposal dated May 2019 at a cost not to exceed \$35,000 for equipment, on-site assistance, travel expenses, shipping, and taxes; and authorize the General Manager to execute the contract.

CARRIED: **AYES:** **Boydston, Gross, Keefe, Morris, and Wurm**
NOES: **None**
ABSTAIN: **None**
ABSENT: **None**

10. Consider Awarding a Professional Services Contract with Dudek for Pilot Testing Support for the Ammonia Removal Demonstration at the Grass Valley Wastewater Treatment Plant.

There was no discussion or questions on awarding a Professional Services Contract with Dudek for Pilot Testing Support for the Ammonia Removal Demonstration at the Grass Valley Wastewater Treatment Plant.

Following Board consideration, Director Keefe **MOVED** and Director Gross **SECONDED** to award a Professional Services Contract with Dudek for Pilot testing support for the Microvi MNE nitrification reactor at the Grass Valley Wastewater Treatment Plant as outlined in their proposal dated March 13, 2019, at a

cost not-to-exceed \$21,915. for time and materials and authorize the General Manager to execute the contract.

CARRIED: **AYES:** **Boydston, Gross, Keefe, and Morris**
 NOES: **Wurm**
 ABSTAIN: **None**
 ABSENT: **None**

11. Consider Approving the Purchase of One (1) New Homa Submersible Pump for the North Bay Intakes.

Mr. Brooks reported that the HOMA submersible pump would be a spare offshore lake pump for the new North Bay Intakes. District Staff believed that this would be a valuable pump to have in-stock, in the event that any of the three pumps located off-shore were to fail. Mr. Brooks added that having a spare pump on the shelf would aid in not only significant cost savings to the District during one of these events, but would also allow for a timely repair.

Following Board consideration, Vice President Boydston **MOVED** and Director Keefe **SECONDED** to approve the purchase of one new Homa Submersible Pump at a cost of \$33,757.83 sales taxes included from Multi W Systems for the North Bay Intakes.

CARRIED: **AYES:** **Boydston, Gross, Keefe, Morris, and Wurm**
 NOES: **None**
 ABSTAIN: **None**
 ABSENT: **None**

12. Consider Approving the Purchase of Two (2) New CLA-VALs for the Hesperia Farm Outfall Facility Improvement Project #208.

Mr. Brooks explained that District staff discussed the hydraulic overloading of the District's wastewater collection systems and treatment plants. The 12-inch CLA-VAL would replace the 6-inch CLA Val's at the Hesperia farm facility which was experiencing bottlenecking going into the meter and valve station building. The outfall line is 12-inch diameter, and it sizes down to 8-inch and 6-inch and the upsizing of the existing piping to 12-inch would help with the bottlenecking and would increase hydraulic capacity during storm events when higher influent flows were present.

Following Board consideration, Director Gross **MOVED** and Vice President Boydston **SECONDED** to approve the purchase of two (2) new CLA-VAL pressure sustaining valves at a cost of \$41,112.00, sales tax not included, directly from CLA-VAL. for the Hesperia Farm Outfall Facility Improvement Project #208.

CARRIED: **AYES:** **Boydston, Gross, Keefe, Morris, and Wurm**

NOES: None
ABSTAIN: None
ABSENT: None

13. Consider Approving the Purchase of Eight (8) New 12” Gate Valves and Miscellaneous Parts for the Hesperia Farm Outfall Facility Improvement Project #208.

There were no questions or comments on the approval of the purchase of eight new 12” gate valves and Miscellaneous parts for the Hesperia Farm Outfall Facility Improvement Project #208.

Following Board consideration, Director Keefe **MOVED** and Director Gross **SECONDED** to approve the purchase of eight new 12-inch Mueller gate valves, five 12-inch ductile iron tee fittings, two 12-inch ductile iron 90-degree fittings, four 12-inch Victaulic flange connectors, one 12 x 8 inch ductile iron reducer, and five 12-inch weld flange fittings at a cost of \$25,361.85 sales tax included, from Inland Water Works Supply Co. for the Hesperia Farm Outfall Facility Improvement Project #208.

CARRIED: **AYES: Boydston, Gross, Keefe, Morris, and Wurm**
NOES: None
ABSTAIN: None
ABSENT: None

14. Consider Awarding a Construction Contract for the Cottage Grove Emergency Sewer Repair, Project No. 199 and Determination that the Project is not Subject to California Environmental Quality Act.

Mr. Schroder stated that during routine maintenance, field crews located a crushed pipe. The repair was considered an emergency due to the proximity to Burnt Mill Creek. Because this was an emergency repair, the project was not a budgeted item in fiscal year 2018-19. Mr. Schroder presented the recommendation to award a contract for the construction of the Cottage Grove Emergency Sewer Repair, Project No. 199 to GM Excavating Inc. for their low responsive and responsible bid of \$72,440 and authorize the General Manager to execute the contract and approve change orders for the Project as required in the field during the contract time for an amount not to exceed 15% of the original contract amount. Mr. Schroder responded to questions.

Following Board consideration, Director Gross **MOVED** and Director Keefe **SECONDED** to award a contract for the construction of the Cottage Grove Emergency Sewer Repair, Project No. 199 to GM Excavating Inc. for their low responsive and responsible bid of \$72,440 and authorize the General Manager to execute the contract and approve change orders for the Project as required in the field during the contract time for an amount not to exceed 15% of the original contract amount.

CARRIED: **AYES:** **Boydston, Gross, Keefe, Morris, and Wurm**
NOES: **None**
ABSTAIN: **None**
ABSENT: **None**

15. Consider Awarding a Construction Contract for the Blue Jay Parking Lot Phase 2 Project No. 180 and Determination the Project is not Subject to California Environmental Quality Act.

Mr. Schroder reported that the project consisted of replacing the failing concrete at the upper parking lot at the District's Blue Jay office, and to alleviate the ponding and icy conditions during winter. Mr. Schroder explained that the project consisted of removing the existing concrete, bringing in class 2 base, re-grading of the base surface, and installing asphalt cement pavement. The project was budgeted and went through the competitive bid process. The recommendation was to award a contract for the construction of the Blue Jay Parking Lot Phase 1, Project No. 180 to EC Construction for their low responsive and responsible bid of \$138,850.30 and authorize the General Manager to execute the contract and to approve change orders for the Project as required in the field during the contract time for an amount not to exceed 15% of the original contract amount. Staff responded to questions regarding what was included in the budgeted items, replacing the concrete with asphalt and the projected lifetime of the current concrete. President Wurm expressed his opinion that asphalt was not as good as concrete and not a wise choice to expend the money when there were other needs. Discussion ensued regarding the potential hazard with not completing the repair.

Following Board consideration, Director Keefe **MOVED** and Vice President Boydston **SECONDED** to award a contract for the construction of the Blue Jay Parking Lot Phase 1, Project No. 180 to EC Construction for their low responsive and responsible bid of \$138,850.30 and authorize the General Manager to execute the contract and to approve change orders for the Project as required in the field during the contract time for an amount not to exceed 15% of the original contract amount.

CARRIED: **AYES:** **Boydston, Gross, Keefe, Morris,**
NOES: **Wurm**
ABSTAIN: **None**
ABSENT: **None**

16. Consider Awarding a Construction Contract for Manhole Inflow Reduction 2019 Project No. 195.

Ms. Hercules-Dorado presented the recommendation to award a contract for the construction of Manhole Inflow Reduction 2019, Project No. 195 to Trinity Construction for their low responsive and responsible bid of \$180,169.70, and authorize the General Manager to execute the contract and to approve change orders for the project as required in the field during the contract time for an amount not to

exceed 15% of the original contract amount and to purchase 61 Pamtight 24XX Manhole frame and cover and 123 Pamrex D400 Security Manhole Lids with replaceable gaskets and 3-inch tall steel reinforced concrete grade rings to adjust to grade in the amount of \$72,910.

Following Board consideration, Director Gross **MOVED** and Director Keefe **SECONDED** to award a Construction Contract for the Manhole Inflow Reduction 2019, Project No. 195 to Trinity Construction for their low responsive and responsible bid of \$180,169.70 and authorize the General Manager to execute the contract and approve change orders for the Project as required in the field during the contract time for an amount not to exceed 15% of the original contract amount and authorize the General Manager to purchase 61 Pamtight 24SS Manhole Frame and cover and 123 Pamrex D400 Security Manhole Lids with replaceable gaskets and 3-inch tall steel reinforced concrete grade rings to adjust to grade in the amount of \$27,971.

CARRIED: **AYES:** **Boydston, Gross, Keefe, Morris, and Wurm**
NOES: **None**
ABSTAIN: **None**
ABSENT: **None**

BOARD MEMBER MEETINGS

No Board members requested to attend any meeting.

BOARD MEMBER COMMENTS

Director Gross commented that any items that are routine and non-controversial be placed on the consent calendar. If Board members had questions or would like to discuss an item they can move it to action items. Director Morris concurred.

CLOSED SESSION

The Board, Mr. Byrne, and Ms. Cerri went into Closed Session at 6:02 p.m. to discuss items 1-3.

- 1. Conference with Legal Counsel - Existing Litigation.**
(Paragraph (1) of subdivision (d) of Section 54956.9)
Name of case: The City of Hesperia v. Lake Arrowhead Community Services District, et al., Case No. CIVDS160201

- 2. Conference with Legal Counsel – Anticipated Litigation.**

Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Government Code section 54956.9: (One case)

3. Conference with Legal Counsel – Anticipated Litigation.

Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Government Code section 54956.9: (one case)

OPEN SESSION

The Board came out of Closed Session at approximately 6:39 p.m. Mr. Byrne announced that there were no reportable actions taken in the Closed Session.

ADJOURNMENT

President Wurm **MOVED** and Director Keefe **SECONDED** to adjourn the meeting. The meeting adjourned at approximately 6:40 p.m.

CARRIED: **AYES:** **Boydston, Gross, Keefe, Morris, and Wurm**
 NOES: **None**
 ABSTAIN: **None**
 ABSENT: **None**

Kathleen Field, Board Secretary