



Cabazon Water District
14618 Broadway Street • P.O. Box 297
Cabazon, California 92230

REGULAR BOARD MEETING

MINUTES

Meeting Location:

Teleconference:

Dial-in #: 978-990-5321

Access Code: 117188

Email: info@cabazonwater.org

Meeting Date:

Tuesday, April 21, 2020 – 6:00 PM

CALL TO ORDER

PLEDGE OF ALLEGIANCE

REMEMBRANCE OF OUR SERVICE MEN AND WOMEN

ROLL CALL

Director Martin Sanderson – Became Present during Managers' Report (phone difficulties prevented being present during Roll Call)

Director Diana Morris - Present

Director Sarah Wargo - Present

Director Maxine Israel - Present

Director Robert Lynk - Present

Calvin Louie, General Manager - Present

Elizabeth Lemus, Board Secretary - Present

Cindy Byerrum, Financial Consultant - Absent

Steve Anderson, Best Best & Krieger Law Firm - Present

Joseph Ortiz, Best Best & Krieger Law Firm - Absent

Note: This meeting was recorded by the District -

CONSENT CALENDAR

All matters in this category are considered to be consistent with the Board/District goals, District Policies and Regulations adopted and/or approved by the Board of Directors, and will be enacted in one motion. There will be no

separate discussion of these items. If discussion is required, items may be removed from the consent calendar and will be considered separately.

1. Approval of:

- a. Finance and Audit Committee Meeting Minutes and Warrants approved by the committee on February 18, 2020

*Note: there was a minor typo on the adjournment section; it listed Director Israel as one of the adjourning directors, when it should've been Director Sanderson (not Director Israel, since she was neither present nor one of the FAC Directors).

- b. Regular Board Meeting Minutes and Warrants of February 18, 2020
- c. Special Meeting Minutes and Warrants of April 6, 2020

Motion to approve following consent calendar item(s) (a.) Finance and Audit Committee Meeting Minutes of February 18, 2020 (with minor change made, as mentioned above in the Note), (b.) Regular Board Meeting Minutes of February 18, 2020, and (c.) Special Board Meeting Minutes of April 6, 2020, made by Director Israel and 2nd by Director Morris.

Director Sanderson - Absent
Director Morris - Aye
Director Wargo - Aye
Director Israel - Aye
Director Lynk - Aye

- 2. Warrants – None
- 3. Awards of Contracts – None

UPDATES

- 1. Update: **San Gorgonio Pass Regional Water Alliance Update (by Director Israel / Director Morris)**

No updates; meetings temporarily suspended during the COVID-19 pandemic.

- 2. Update: **Manager's Operations Report (by GM Louie)**

- 50100 Main St. Property – currently working with Greg Beebe, a licensed electrician through Sulzer, to install electrical at this property for the District's future storage site.
- Also requested a quote from Beebe regarding installing a 600A manual transfer switch for Well 1 and Well 5, in preparation for a portable generator (in response to SoCal Edison's PSPS events).
- Lastly, this same contractor has provided a quote to upgrade the electrical at Well 1.
- Recruitment for a third field employee has temporarily been placed on hold due to the COVID-19 pandemic.

- COVID-19 (Corona Virus): the District has taken some preliminary actions on the prevention of the spread of COVID-19, including temporarily closing the transaction lobby/window. Customer payments may still be made via dropbox, mail, or online for the time being, and staff is still available to answer incoming phone calls and customer inquiries.
- iPhone/smartphone issuance – Board members to contact the Board Secretary to select a smartphone for use during the COVID-19 pandemic.

CLOSED SESSION: @17:56 hr.

- (1) CONFERENCE WITH LEGAL COUNSEL– Anticipated Litigation under Gov't Code, section 54956.9(d) (2 cases)

OPEN SESSION: @18:30 hr.

No action taken, nothing to report.

NEW BUSINESS

1. Discussion/Action: Customer Concern: Krystle Brown, Maxine Ave.

Customer requesting assistance or forgiveness of high water bill caused by a massive leak (which was promptly repaired). Rents property from her father.

Director Lynk explained to the customer that typically it is the property owner that is responsible for large infrastructure repairs, but that the District is limited in what it can do to assist her in her situation. He further explained that the District could not forgive her bill, but she could talk to the District's Customer Service Representative and make a payment arrangement. It was also noted that her payment arrangement should not exceed 12 months.

No motion or roll call vote was made, but all parties involved agreed to move on. There were no objections voiced by either Board or Public.

2. Discussion/Action: Customer Concern: Paul Oshideri, Broadway Ave.

Customer requesting refund/forgiveness for approx. \$4k account balance due to high water usage.

The Board listened to Mr. Oshideri's situation, and informed him that it was his responsibility as the property owner to ensure that bills were paid, and that a copy of the bill was sent to him/his property management company so that he would be aware of the property account balance/water usage on a monthly basis. It was also brought up that he could review his account balance/water usage anytime on www.cabazonwater.org. Mr. Oshideri was not happy with the Board's decision, became upset, and made a potential threat to Director Sanderson in particular.

Motion to deny Mr. Oshideri's request for a refund or adjustment to his Broadway Acct. made by Director Sanderson and 2nd by Director Morris.

Director Sanderson - Aye
Director Morris - Aye
Director Wargo - Aye
Director Israel - Aye
Director Lynk - Aye

3. Discussion/Action: Customer Concern: Sandra Lima, Hattie Ave.

Ms. Lima expressed that she had a vacant property that she wished to develop, and that she did not have all of the money upfront to pay for a ¾" meter. She wanted to put down an initial deposit and make monthly payments until the meter was paid off.

The Board instructed the G.M. to ask legal to draft a contract agreement for Ms. Lima to follow, in which she would make an initial deposit payment, and thenceforth pay about \$600 per month towards the remaining balance of the meter until the meter was paid off. It was noted that the payment plan should not exceed one year, and that the \$600 per month would not include any water usage charges.

No roll call vote was cast, but it was the consensus of the Board to allow Ms. Lima a payment plan, as described above. No objections were voiced by either Board or Public.

4. Discussion/Action: Approval of Resolution 05-2020: Designation of Applicant's Agent Resolution for Non-State Agencies

Motion to approve Resolution 05-2020: Designation of Applicant's Agent Resolution for Non-State Agencies, with the CWD General Manager, Calvin Louie, and the Assistant General Manager, Ellie Lemus listed as the primary and secondary signing agents, with the 3-year blanket approval, made by Director Israel and 2nd by Director Sanderson.

Director Sanderson - Aye
Director Morris - Aye
Director Wargo - Nay
Director Israel - Aye
Director Lynk - Aye

5. Discussion/Action: SCADA Software Upgrade, Byrd Industrial Electronics Quote #5099: Upgrade of the Wonderware InTouch Software and WIN-911 Alarm Notification for the HMI Work Station. (by GM Louie)

Motion to approve the SCADA Software Upgrade Quote #5099 from Byrd Industrial Electronics: upgrade of Wonderware InTouch Software and WIN-911 Alarm Notification for the HMI Work Station made by Director Sanderson and 2nd by Director Morris.

Director Sanderson - Aye
Director Morris - Aye
Director Wargo - Aye
Director Israel - Aye
Director Lynk - Aye

OLD BUSINESS

1. Discussion/Action: CUSI Interactive Voice Recognition (IVR) Interface Contract (to electronically contact customers regarding pending service terminations due to non-payment). (by AGM Lemus)

No action was made, but it was the understanding that Director Wargo and Director Morris would collaborate together and compile a list of questions for the Board Secretary to ask CUSI. This item will be brought up at during a later Board Meeting once additional information has been obtained.

2. Discussion/Action: District Office A/C System Repair – Quote #012320139A from Ontario Refrigeration: Install new Johnson Controls FX80 Supervisory Controller (current system is Schneider Electric) (by GM Louie)

No action was made, but it was the understanding of the Board that this item would be tabled, since Director Lynk believed that he may know where a second quote could be obtained for the same services. The Board appreciated this idea of obtaining a second quote.

PUBLIC COMMENTS

Any person may address the Board of Directors at this time on any matter within the subject matter jurisdiction of the Cabazon Water District that is not listed on the agenda; however, any matter that requires action will be referred to staff for investigation and reported at a subsequent Board of Directors meeting. The Board of Directors is prohibited by law from discussing or taking immediate action on items during this public comment period. To comment on specific agenda items, please advise the Board secretary prior to the meeting. Each public comment will be limited to three (3) minutes. Individuals may not give their time away to another spokesperson. After two (2) minutes, the speaker will be notified that he/she has one (1) minute remaining. AB 1234 ORAL REPORTS (Gov. Code Sec. 53232.3(d))

GENERAL MANAGER/BOARD COMMENTS

1. Future Agenda Items

The Board Chair or the majority of the Board may direct staff to investigate and report back to an individual(s) and the Board on matters suggested or direct the General Manager/Board Secretary to place the matter on a future Board meeting.

- Suggested agenda items from the Public.

- Suggested agenda items from Management.
- Suggested agenda items from Board Members.

Director Wargo and Director Lynk: Why isn't District Ford Fiesta being used to read monthly water meters? Requested this be placed on the next agenda for discussion.

2. Management Comments

Staff members may speak on items of information not requiring comment or discussion to the Board and public. Topics which may be included on a future meeting agenda may be presented but cannot be discussed. (3 minutes)

3. Board Member Comments

Board members may speak on items of information not requiring comment or discussion to the Board and public. (3 minutes)

MISCELLANEOUS

1. Future Board Items/Next Board Meeting Date(s)

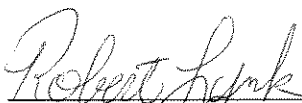
- a. Finance & Audit Workshop – Tuesday – May 19, 2020, 5:00 pm
- b. Regular Board Meeting – Tuesday – May 19, 2020, 6:00 pm
- c. Personnel Committee – None
- d. San Gorgonio Pass Regional Water Alliance – Alliance Meeting – Wednesday –

ADJOURNMENT

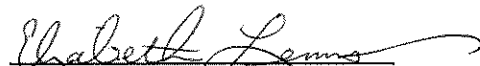
Motion to adjourn at 20:19 hr. made by Director Sanderson and 2nd by Director Morris.

Director Sanderson - Aye
Director Morris - Aye
Director Wargo - Aye
Director Israel - Aye
Director Lynk - Aye

Meeting adjourned at 20:19 hr. on Tuesday, April 21, 2020



Robert Lynk, Board Chair
Board of Directors
Cabazon Water District



Elizabeth Lemus, Secretary
Board of Directors
Cabazon Water District

ADA Compliance Issues

In compliance with the Americans with Disabilities Act & Government Code Section 54954.2, if special assistance is needed to participate in a Board meeting, please contact the Clerk of the Board at (951) 849-4442. Notification of at least 48 hours prior to meeting time will assist staff in assuring that reasonable arrangements can be made to provide access.