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Cabazon Water District | 1
May 19, 2020 Regular Board Meeting Minutes



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, May 19, 2020 – 6:00 PM

CALL TO ORDER

PLEDGE OF ALLEGIANCE

REMEMBRANCE OF OUR SERVICE MEN AND WOMEN

ROLL CALL

Director Martin Sanderson - Present
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 - Absent
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:

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- a. Finance and Audit Committee Meeting Minutes and Warrants approved by the committee on April 21, 2020
- b. Regular Board Meeting Minutes and Warrants of April 21, 2020

Motion to approve following consent calendar item(s) (a.) Finance and Audit Committee Meeting Minutes of April 21, 2020, (b.) Regular Board Meeting Minutes of April 21, 2020, made by Director Wargo and 2nd by Director Israel

Director Sanderson - Aye
 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)**

Nothing to report; meetings have been temporarily cancelled due to the COVID-19 pandemic.

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

On May 5, 2020, someone hit a fire hydrant on the N/E corner of Broadway and Bonita. The District will attempt to bill the insurance company for the damages.

Last week the GM received a call regarding suspicious water activity; it appears that someone is filling a bulk water tank on the back of a truck, and is delivering water to Cabazon lots that do not have meters in the Hattie/Elm street area. Please report any suspicious activity to the District and Sheriff's office.

Recruitment update on Field Crew Worker I – placed on hold for the time being (especially due to COVID-19), but a temporary meter reader position may be opening soon.

Edison PSPS Events – A PSPS workshop with Edison and the CWD Board/Public will be scheduled as the COVID-19 situation changes and meetings are able to held in public again.

The district office front lobby is still closed to the general public. Payments may be made online via the district website, or via dropbox (check or money order payments).

Personnel Committee to meet with GM soon, regarding his annual performance

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Motion to approve quote #84927 from Storage Containers 4 Less Inc., provided that after tax the total does not exceed \$3,500 made by Director Sanderson and 2nd by Director Israel.

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

- 5. Discussion/Action: District Ford Fiesta vehicle use for meter reading and other similar District functions. (Director Wargo and Lynk)

The General Manager discussed the use of the Ford Fiesta with the Board. There were a few good questions/points brought up and discussed. Overall, the Board did not want to take action, as they do not intend to micromanage, but they wanted the GM to be aware that they have heard comments from the public regarding the vehicle use for meter reading.

No action taken; item dropped. No objections were voiced by either Board or public.

- 6. Discussion/Action: District cell phone issuance for Board Directors.

The General Manager issued a memo with the opinion that the Board may not require cell phones from the District. The Board agreed; no one voiced the opinion that they felt the Board needed to obtain phones through the District. Director Wargo also asked that group texts to Directors be discontinued (apparently there was at least one instance of this occurring).

No action. Item dropped. No objections were voiced by either board or public.

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)

It was recommended that the board table this item, as there were still a few questions that had not yet been answered. Director Morris also pointed out that there was a clause in the proposal that stated "price increases may occur with or without warning". The Board did not want that language included in the contract, as the District wants to be notified of any price increases before they occur.

Item tabled. No objections were voiced by either board or public.

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- 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 Loule)

It was recommended that the board table this item, as the district was waiting for a quote from Redline A/C Services.

Item tabled. No objections were voiced by either board or public.

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.

- 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 – June 16, 2020, 5:00 pm
- b. Regular Board Meeting – Tuesday – June 16, 2020, 6:00 pm
- c. Personnel Committee – TBA

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- d. San Geronio Pass Regional Water Alliance – Alliance Meeting – Temporarily suspended during the COVID-19 pandemic.

ADJOURNMENT

Motion to adjourn at 19:17 hr. made by Director Israel and 2nd by Director Sanderson.

Director Sanderson - Aye

Director Morris - Aye

Director Wargo - Aye

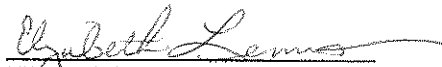
Director Israel - Aye

Director Lynk - Aye

Meeting adjourned at 19:17 hr. on Tuesday, May 19, 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.