

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

January 26, 2022

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

Justin Scott-Coe, General Manager
Andrew Gagen, Legal Counsel
Stephanie Reimer, Assistant General Manager/Chief Financial Officer
A. William Schwartz, Director of Engineering, Operations, & Maintenance
Betty Conti, Human Resources & Risk Administrator
Kelley Donaldson, Community Affairs Manager
Leah Nazaroff, Accounting Supervisor
Juan Ventura, Customer Service & Information Technology Manager

OTHERS IN ATTENDANCE

Mark Panny, Carollo Engineers.

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.

ROLL CALL

During the Monte Vista Irrigation Company meeting held at 6:00 p.m., Legal Counsel Gagen and President Rose provided the Monte Vista Water District (District) Board of Directors (Board), staff, and the public with instructions regarding remote meetings, consistent with the provisions in Government Code section 54953(e), as recently amended by Assembly Bill 361, and pursuant to District Resolution.

ITEM 2: PUBLIC COMMENT/OPEN FORUM

None.

ITEM 3: AGENDA CHANGES/ADDITIONS

None.

ITEM 4: CONSENT CALENDAR

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

M22-01-5

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

- A. Approve the meeting minutes of January 12, 2022, as presented.
- B. Authorize the general manager to enter into Contract Change Order 2 with Civiltec Engineering for \$28,539.60 resulting in a total contract not-to-exceed amount of \$480,215 to provide continuation of services through Plant 30 Wellhead Treatment Project completion.

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

ITEM 5: DISCUSSION AND/OR ACTION ITEMS

A. Connection Fee Study Workshop

Assistant General Manager/Chief Financial Officer Reimer introduced Mark Panny of Carollo Engineers, who provided a summary of the findings of the draft Connection Fee Study (Study) and facilitated a Board workshop.

President Rose asked how meter charges are different for large single-family residential developments and for individual single-family homes. Staff clarified that all meters are assessed a connection fee based on the size of each individual meter, not based on the size of the development.

Vice President Milhiser confirmed with staff that the District has only one 10-inch domestic meter connection on its system at Montclair Hospital Medical Center.

Ms. Reimer thanked Mr. Panny for Carollo’s excellent work on the Study. Ms. Reimer also informed the Board that staff sent a copy of the draft Study to the Baldy View Chapter of the Building Industry Association of Southern California with an invitation for their participation. A copy was also provided to the City of Montclair and is posted on the District’s website.

Vice President Milhiser commented that the Study was very informative and interesting.

Board Auditor Martinez reported on the recent Finance Committee review of this item, and requested that staff provide a comparison of the Study’s proposed connection fees with those of surrounding water providers. Staff said they will provide this information when the proposed connection fees are brought back to the Board for adoption.

The Study was received and filed.

B. Bandera-San Bernardino Pipeline Replacement Project

Director of Engineering, Operations & Maintenance Schwartz provided a brief presentation in support of staff’s recommendation.

President Rose commented that she is surprised contractors are still willing to bid on projects due to the constantly changing prices. Mr. Schwartz said the single bid on this project demonstrates the difficult bidding environment.

President Rose asked how soon the contractor could begin work on the project. Mr. Schwartz believes they will be able to begin very quickly, contingent on permit requirements.

Vice President Milhiser commented on the benefit of reconsidering the Main Office Site Renovation Project.

Director Lopez reported on the recent Engineering Committee review of this item, and thanked Maintenance Superintendent Hilton Saenz and the Maintenance Department for their excellent work fixing pipeline leaks.

Board Auditor Martinez asked whether PVC pipe material has been used in the past and will be used for future projects. Mr. Schwartz reflected on the history of pipeline materials and the District's move in the direction PVC for future projects.

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

M22-01-6

MOVED: 1) Transfer \$1,847,000 from reserves into Capital Improvement Project EN2021-07 – Bandera-San Bernardino Pipeline Replacement; and 2) authorize the Board of Directors president and general manager to enter into a contract with Dominguez General Engineering Inc. in a not-to-exceed amount of \$2,999,169 to provide construction services for the Bandera-San Bernardino Pipeline Replacement Project, as by roll call vote:

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

ITEM 6: GENERAL MANAGER'S REPORT

In addition to his written report, General Manager Scott-Coe briefed the Board on issues and activities of the past two weeks. Topics covered include the COVID-19 public health emergency, the statewide drought emergency, recent windstorm damage, activation of sewer service authority project, customer opinion survey presentation to staff, and Assistant General Manager/Chief Financial Officer Reimer's seating on the California Society of Municipal Finance Officers' Board of Directors.

ITEM 7: INFORMATION ITEMS

Information items were included in the agenda packet.

ITEM 8: BOARD COMMENTS (including reports on conferences/meetings attended at District expense)

Vice President Milhiser reported on the recent Water Facilities Authority (WFA) Board of Directors meeting and that he has been appointed President. He also commented on WFA General Manager Terry Catlin's successful performance evaluation.

Board Auditor Martinez and Director Lopez congratulated Vice President Milhiser and Assistant General Manager/Chief Financial Officer Reimer on their recent appointments.

Director Lopez reported on his attendance at a recent City of Montclair City Council meeting and complimented General Manager Scott-Coe on his presentation to the City Council regarding the statewide drought.

Director Erwin reported on the recent Engineering Committee and Finance Committee meetings.

ITEM 9: CLOSED SESSION

President Rose recessed the meeting to closed session at 7:37 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.

Director Erwin left the meeting during Closed Session.

President Rose reconvened the meeting into open session at 8:05 p.m. and requested that Legal Counsel Gagen state the following reportable action taken by the Board for Item 9A: “The Board voted 4-0 to participate in the appeal filed by the Agricultural Pool and to be represented by the appellate counsel for the City of Ontario which is the Nossaman firm.”

ITEM 10: ADJOURNMENT

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

M22-01-7

MOVED: Approved to adjourn the meeting, as by roll call vote:

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| President Rose | aye |
| Vice President Milhiser | aye |
| Board Auditor Martinez | aye |
| Director Erwin | <i>not present</i> |
| Director Lopez | aye |

There being no further business, President Rose adjourned the meeting at 8:05 p.m.

Respectfully submitted,



Justin M. Scott-Coe
General Manager/Secretary