

**HEBER PUBLIC UTILITY DISTRICT
BOARD OF DIRECTORS
1078 Dogwood Rd., Suite 104
Heber, CA, 92249**

Thursday, December 16, 2021 at 6:00 p.m.

MINUTES

Members of the public may attend this meeting in person or via the application Zoom.

THIS MEETING WILL BE HELD IN PERSON, AND IN ACCORDANCE WITH EXECUTIVE ORDER N-29-20 ISSUED BY CALIFORNIA GOVERNOR GAVIN NEWSOM ON MARCH 17, 2020, THE RALPH M. BROWN ACT (California Government Code Section 5485950, et Seq.), and the Federal Americans with Disabilities Act.

THE HEBER PUBLIC UTILITY DISTRICT ADOPTED RESOLUTION 2021-12 PROCLAIMING A LOCAL EMERGENCY, RATIFYING THE PROCLAMATION OF A STATE OF EMERGENCY BY PROCLAMATION DATED MARCH 4, 2021 AND AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE HEBER PUBLIC UTILITY DISTRICT BOARD OF DIRECTORS FOR THE PERIOD OF THIRTY DAYS PURSUANT TO BROWN ACT PROVISIONS.

THIS MEETING WILL BE PHYSICALLY OPEN TO THE PUBLIC. ALL MEMBERS OF THE PUBLIC MAY ATTEND THE BOARD MEETING IN PERSON OR VIA THE APPLICATION, ZOOM UNTIL FURTHER NOTICE. YOU MAY ALSO CALL INTO THE MEETING, FOR AUDIO ONLY PARTICIPATION, BY CALLING 1 (669) 900-6833 OR 1 (760) 336-1572.

ZOOM MEETING INFORMATION:

WEBSITE: <https://zoom.us/join>

MEETING ID: 796-978-5637

CALL IN PHONE NUMBER: 1 (669) 900-6833 or 1 (760) 336-1572

The District recognizes its obligation to provide equal access to those individuals with disabilities. Please contact the District (760-482-2440) two working days prior to the meeting with any special requests for reasonable accommodation.

1. CALL TO ORDER:

The meeting for the Heber Public Utility District was called to order at 6:02 pm by President Tabarez.

2. ROLL CALL:

Board Members Present: T. Sandoval, H. Molina, P. Tabarez, K. Garcia.
Also present Laura Fischer, Steve Walker, and Raquel Carrillo. Mr. Cardenas was absent.

3. PLEDGE OF ALLEGIANCE:

The Pledge of Allegiance was led by President Tabarez.

4. APPROVAL OF AGENDA:

Motion to approve the Agenda as presented was made by Director Sandoval, Seconded by Director Molina.

5. PUBLIC COMMENTS: None at present time.

The Board may set time limits on the amount of time any speaker can use to address the Board. Members of the public are allowed to make comments about anything not listed on the agenda. If the comments concern an agenda item, they must wait until that item is up for discussion. If you wish to address the Board, and when recognized by the President of the Board, go to the podium and address the Board. The Board can't take action on any item not on the agenda.

6. CONSENT AGENDA:

A. Ratify Resolution 2021-12 Adopted by Heber Public Utility District on October 21, 2021, proclaiming a local emergency, ratifying the proclamation of a State of Emergency by Proclamation Dated March 4, 2021 and authorized remote teleconference meetings of the Heber Public Utility District Board of Directors for the period of thirty days pursuant to Brown Act.

B. Approve the Minutes for Regular Meeting of November 18, 2021 and the Special Meeting of November 29, 2021.

C. Approve Current Demands for November 2021.

D. Approve the job description for the position of Office Manager.

Motion to approve the Consent Agenda as presented was made by Director Garcia, seconded by Director Sandoval.

Motion approved by Roll Call: 4/0 1 absent

AYES: T. Sandoval, H. Molina, K. Garcia, P. Tabarez.

ABSENT: M. Cardenas

7. INSTALLATION OF OFFICERS FOR 2022

A. Presentation to out-going President, Pompeyo Tabarez, Jr.

A brief presentation was given to present Director Tabarez with a plaque for his office as President for 2021.

- B. Nominate and Elect a Board Member to the Office of President.
Motion to Nominate Director Garcia to Office of President was made by Director Molina, seconded by Director Garcia.

Motion Approved by Roll Call: 3/1 1 absent.

AYES: H. Molina, K. Garcia, P. Tabarez.

NAYES: T. Sandoval

ABSENT: M. Cardenas

- C. Nominate and Elect a Board Member to the Office of Vice-President.
Motion to Nominate Director Sandoval to Office of Vice-President was made by Director Molina, seconded by Director Garcia.

Motion Approved by Roll Call: 4/0 1 absent.

AYES: T. Sandoval, H. Molina, K. Garcia, P. Tabarez

ABSENT: M. Cardenas

- D. Nominate and Elect a Board Member to the Office of Treasurer
Motion to Nominate Director Sandoval to Office of Treasurer was made by Director Molina, seconded by Director Garcia.

Motion Approved by Roll Call: 4/0 1 absent

AYES: T. Sandoval, H. Molina, K. Garcia, P. Tabarez

ABSENT: M. Cardenas

The Board will take a break for refreshment and to take pictures.

The Board went into a brief break at 6:18pm and reconvened back into Open Session at 6:22 pm.

8. REPORTS:

- A. President and Director's Comments.
- B. Operations Report for November 2021. Information only
- C. General Manager's Report
General Manger reminded the Board of the Employee Appreciation Lunch On Friday December 17, 2021.
- D. Children's Park Improvement Project Report. Laura mentioned she add the landscape design to the report.

9. NEW BUSINESS: Discuss and Possible Action

- A. Authorize the General Manager to Execute the Funding Agreements between the Imperial County Air Pollution Control District and the Heber PUD for the following projects:

1. Paving Project at Water Treatment Plant - \$61443.75
2. Children's Park Adventure Trial Project - \$16,421.25
3. Wastewater Treatment Plant Tree Planting Project - \$51,997.50
4. Tito Park Tree Planting Project - \$35,753.50
5. Water Treatment Plant Tree Planting Project - \$15,558.50
6. Estancia Park Tree Planting Project - \$23,893.50

Motion to Authorize GM to Execute the Funding Agreements between the Imperial County Air Pollution Control District and the Heber PUD, was made by Director Sandoval, seconded by Director Tabarez.

Motion Approved by Roll Call: 4/0 1 absent

AYES: H. Molina, P. Tabarez, T. Sandoval, K. Garcia

ABSENT: M. Cardenas

10. OLD BUSINESS: Discussion and Possible Action

A. Approve the Budget Modification to Include Adjustments to Salary and Benefits. Motion to Approve the Budget Modification to Include Adjustments to Salary and Benefits was made by Director Tabarez, seconded by Director Molina.

Motion approved by Roll Call: 3/1 1 absent.

AYES: H. Molina, P. Tabarez, K. Garcia

NAY: T. Sandoval

ABSENT: M. Cardenas

B. Adopt Resolution 2021-17 to Adopt the Modified Salary Schedule for Non-Represented Employees. Motion to adopt Resolution 2021-17 to adopt the Modified Salary Schedule for Non-Represented Employees was made by Director Sandoval, seconded by Director Molina.

Motion approved by Roll Call: 4/0 1 absent

AYES: H. Molina, P. Tabarez, T. Sandoval, K. Garcia

ABSENT: M. Cardenas

11. ANNOUNCEMENTS:

Board of Supervisors meets every Tuesday. You can listen and watch the Proceedings <https://imperialcounty.org/bosagendas>.

CSDA newsletter www.csda.net

12. CLOSED SESSION:

Motion to go into Close Session @ 6:36 pm, was made by Director Tabarez, seconded by Director Molina. Motion passed with a vote of 4/0 1 absent.

AYES: T. Sandoval, H. Molina, P. Tabarez, K. Garcia

ABSENT: M. Cardenas

Director Cardenas joined Close Session at 7:15pm

A. Public Employee Evaluation of Performance – Government Code Section § 54957

The Board came out of Closed Session at 7:40, motion made by Director Cardenas, seconded by Director Tabarez. Motion passed with a vote of 5/0. Attorney reported that direction was given to staff.

13. ADJOURNMENT:

Motion to adjourn the meeting @ 7:45 pm, was made by Director Cardenas, seconded by Director Tabarez. Motion passed with a vote of 5/0.

Minutes for December 16, 2021, meeting was prepared by Raquel Carrillo, Board Secretary.

Heber Public Utility District is an equal opportunity provider and employer.