

**HEBER PUBLIC UTILITY DISTRICT
BOARD OF DIRECTORS**

**1078 Dogwood Rd., Suite 104
Heber, CA, 92249**

Thursday, June 16, 2022 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 Coe 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 was called to order by President Garcia at 6:02 pm.

2. **ROLL CALL:** Those attending the meeting included President Garica, Director Tabarez, Director Diaz-Molina, Director Matus, and Vice President Sandoval was present via Zoom. Also in attendance were General Manager, Laura Fischer, General Counsel, Steve Walker, Finance Manager, Adriana Amezcua, and Office Manager, Moises Cardenas.

3. **PLEDGE OF ALLEGIANCE:** The Pledge of Allegiance was led by President Garcia.

4. **APPROVAL OF AGENDA:** Motion to approve the agenda was made by Director Tabarez, seconded by Director Diaz-Molina.

The motion was approved by a roll call vote of 5-0.

AYES: President Garcia, Vice-President Sandoval, Director Tabarez, Director Matus, and Director Diaz Molina

NOES: None

ABSENT: None

5. **PUBLIC COMMENTS: NONE.**

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, please speak to the Board Clerk or General Manager during the meeting and when recognized by the President of the Board address the Board. The Board can't take action on any item not on the agenda.

6. **CONSENT AGENDA:** There was a motion to approve all items except item 6-E, made by Director Tabarez, which was seconded by Director Diaz Molina.

The motion was approved by a roll call vote of 5-0.

AYES: President Garcia, Vice President Sandoval, Director Tabarez, Director Matus, and Director Diaz Molina

NOES: None

ABSENT: None

A. Ratify Resolution 2022-03 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.

B. Approve the Minutes for the Regular Meeting of May 19, 2022 and the Special Meeting on June 2, 2022.

C. Approve Current Demands for May 2022.

D. Authorize three operators to attend Tri-State training in Searchlight Nevada for certification training on August 8th through August 11th.

E. Approve the Updated Agreement for Professional Engineering Services Between the Heber Public Utility District and The Holt Group.

Vice-President Sandoval made comments regarding the agreement between HPUD and The Holt Group, he is content with the engineering services that THG provides but he wants to ensure that HPUD staff is securing getting the best possible price for engineering services.

Motion to approve Item 6-E was made by President Garcia, seconded by Director Matus.

The motion was approved by a roll call vote of 5-0.

AYES: President Garica, Vice President Sandoval, Director Tabarez, Director Matus, and Director Diaz Molina

NOES: None.

ABSENT: None.

7. REPORTS:

A. President and Director's Comments

There were no additional comments made by the Board.

B. Operations Report for May 2022

The operation's report was presented with no additional comments.

C. General Manager's Report

The General Manager's report was presented with no additional comments.

D. Grants Update

The grants update was present with no additional comments.

8. NEW BUSINESS: Discussion and Possible Action

A. Adopt Resolution Number 2022-06 Calling and Giving Notice of Election; and Resolution Number 2022- 07 Requesting to Consolidate a District Election with the Statewide General Election – General Manager

Motion to approve item 8-A was made by Director Tabarez, seconded by Director Diaz-Molina.

The motion was approved by a roll call vote of 5-0.

AYES: President Garica, Vice President Sandoval, Director Tabarez, Director Matus, and Director Diaz Molina

NOES: None.

ABSENT: None.

B. Authorize Additional Improvements to the Water Treatment Plant Clarifier #1 and Include the Cost in the FY 2022-23 Reserve Resolution – General Manager

Motion to approve item 8-B was made by Director Diaz-Molina, seconded by Director Matus.

The motion was approved by a roll call vote of 5-0.

AYES: President Garica, Vice President Sandoval, Director Tabarez, Director Matus, and Director Diaz Molina

NOES: None.

ABSENT: None.

C. Information Only First Review of the Draft Capital Improvement Program of Projects - General Manager

The draft Capital Improvement Program of Projects was discussed, and direction was given to staff to modify certain projects.

9. OLD BUSINESS: Discussion and Possible Action

- A. Adopt Resolutions Number 2022-04 to Adopt the Fiscal Year 2022-23 Budget – General Manager

Motion to approve item 9-A was made by Vice President Sandoval, seconded by Director Tabarez.

The motion was approved by a roll call vote of 5-0.

AYES: President Garica, Vice President Sandoval, Director Tabarez, Director Matus, and Director Diaz Molina

NOES: None.

ABSENT: None.

- B. Adopt Resolution Number 2022-05 to Adopt the Salary Schedule for Fiscal Year 2022-23 – General Manager

Motion to approve item 9-B was made by Vice President Sandoval, seconded by Director Tabarez.

The motion was approved by a roll call vote of 5-0.

AYES: President Garica, Vice President Sandoval, Director Tabarez, Director Matus, and Director Diaz Molina

NOES: None.

ABSENT: None.

- C. Award the Manhole Repair Project to the Lowest, Responsive and Responsible Bidder, A&R Construction, and Include the Total Project Cost in the FY 2022-23 Reserve Resolution – General Manager

Motion to approve item 9-C was made by Director Tabarez, seconded by Director Matus.

The motion was approved by a roll call vote of 5-0.

AYES: President Garica, Vice President Sandoval, Director Tabarez, Director Matus, and Director Diaz Molina

NOES: None.

ABSENT: None.

10. ANNOUNCEMENTS:

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

CSDA newsletter is available at www.csda.net

Upcoming Conference Opportunities:

Annual Conference & Exhibitor Showcase, August 22-25 in Palm Desert

11. **CLOSED SESSION:** Motion to enter closed session at 6:56pm was made by Director Tabarez, seconded by Director Diaz Molina.

The motion was approved by a roll call vote of 5-0.

AYES: President Garica, Vice President Sandoval, Director Tabarez, Director Matus, and Director Diaz Molina

NOES: None.

ABSENT: None.

To ensure privacy during Closed Session, we will observe the following procedures:

- A separate, private Zoom meeting for Closed Session will be created.
- Once a motion to move to Closed Session is approved, participants joining Closed Session will exit the public meeting and join the private Closed Session meeting.
- Once Closed Session is complete, participants will leave the private zoom meeting and re-join the public and adjournment.

A. Public Employee Performance Evaluation (Government Code Section §54957)
Title: General Manager

B. Conference with Legal Counsel – Anticipated Litigation (Government Code §54956.9
(2)) Number of Cases: 1

Motion to end closed session was made at 8:15pm by Director Tabarez, seconded by Director Diaz-Molina.

The motion was approved with a roll call vote of 5-0.

AYES: President Garica, Vice President Sandoval, Director Tabarez, Director Matus, and Director Diaz Molina

NOES: None.

ABSENT: None.

Back in Open Session General Counsel, Mr. Steve Walker reported that during Closed Session motion to approve a customer claim was passed by a majority vote of the Board.

12. ADJOURNMENT: Motion to adjourn was made at 8:16pm by Director Tabarez, seconded by Director Diaz-Molina.

The motion was approved with a roll call vote of 5-0.

AYES: President Garica, Vice President Sandoval, Director Tabarez, Director Matus, and Director Diaz Molina

NOES: None.

ABSENT: None.

Minutes for the Regular Meeting for June 16, 2022, were prepared by Moises G. Cardenas, Clerk of the Board.