



Minutes of the Regular Meeting
of the Board of Directors of the Rowland Water District
August 11, 2020 – 5:00 p.m.
Location: District Office

PLEDGE OF ALLEGIANCE

ROLL CALL OF DIRECTORS

President Robert W. Lewis
Vice President Teresa P. Rios
Director Anthony J. Lima
Director Szu Pei Lu-Yang
Director John Bellah

ABSENT:

None.

OTHERS PRESENT:

Joseph P. Byrne, Legal Counsel, Best Best & Krieger
Erin Gilhuly, CV Strategies
Denise Jackman, Director, Three Valleys Municipal Water District
Kirk Howie, Three Valleys Municipal Water District
Jody Roberto, Director, Three Valleys Municipal Water District

ROWLAND WATER DISTRICT STAFF

Tom Coleman, General Manager
Dave Warren, Assistant General Manager
Dusty Moisiso, Director of Operations
Myra Malner, Director of Finance

ADDITION(S) TO THE AGENDA

None.

PUBLIC COMMENT ON NON-AGENDA ITEM

None.

TAB 1 – CONSENT CALENDAR

Upon motion by Director Lima, seconded by Director Rios, the Consent Calendar was approved as follows:

Ayes: Directors Lewis, Rios, Lima, Lu-Yang and Bellah
Noes: None
Abstain: None
Absent: None

The approval of the Consent Calendar included:

- 1.1 Approval of the Minutes of Regular Board Meeting Held on July 14, 2020**
- 1.2 Demands on General Fund Account for June 2020**
- 1.3 Investment Report for June 2020**
- 1.4 Water Purchases for June 2020**

Next Special Board Meeting	August 25, 2020, 5:00 p.m.
Next Regular Board Meeting	September 8, 2020, 5:00 p.m.

Tab 2 – ACTION ITEMS

- 2.1 Review and Approve Directors’ Meeting Reimbursements for July 2020**

Upon motion by Director Lima seconded by Director Rios, the Directors’ Meeting Reimbursement Report was approved as follows:

Ayes: Directors Lewis, Rios, Lima, Lu-Yang and Bellah
Noes: None
Abstain: None
Absent: None

- 2.2 Approve Resolution No. 8-2020 Adopting Amended Conflict of Interest Code Pursuant to the Political Reform Act of 1974**

After discussion, a motion was made by Director Lu-Yang, seconded by Director Lima and unanimously carried. The motion was approved by the following roll-call vote:

Ayes: Directors Lewis, Rios, Lima, Lu-Yang and Bellah
Noes: None
Abstain: None
Absent: None

Motion passed by a vote of 5-0.

2.3

Approve Tom Coleman, David Warren, Myra Malner, Anthony J. Lima and Robert W. Lewis as Authorized Signatories on Behalf of the Rowland Water District

After Discussion, upon motion by Director Lima, seconded by Director Rios, the Board approved the signatories listed above to sign on behalf of the Rowland Water District, as follows:

Ayes: Directors Lewis, Rios, Lima, Lu-Yang and Bellah
Noes: None
Abstain: None
Absent: None

2.4

Approve the Surplus of: 2015 Ford Explorer, VIN 1FM5K7D83FGA78339, License No. 1437287

After Discussion, upon motion by Director Lu-Yang, seconded by Director Lima, the Board approved the surplus of the 2015 Ford Explorer, as follows:

Ayes: Directors Lewis, Rios, Lima, Lu-Yang and Bellah
Noes: None
Abstain: None
Absent: None

2.5

Approve the Surplus of Miscellaneous Office Furniture

After Discussion, upon motion by Director Bellah, seconded by Director Lima, the Board approved the surplus of miscellaneous office furniture, as follows:

Ayes: Directors Lewis, Rios, Lima, Lu-Yang and Bellah
Noes: None
Abstain: None
Absent: None

2.6

Review RWD Worksite Specific Plan and Injury and Illness Prevention Program (IIPP) Supplement

General Manager, Tom Coleman, presented an overview of the two policies and answered questions from members of the Board. No action taken. This item was presented for informational purposes only.

2.7

Public Relations (Rose Perea)

Mrs. Perea reported that Brittne is working with Three Valleys and CV Strategies on creating a treatment plant virtual video that will include activities and both pre and post tests. CV Strategies will be producing the video and they are working with Three Valleys' staff to record the video at the Miramar Treatment Plant facility. Brittne is working with LaDonna Guzman, Rowland Elementary teacher, to create a podcast and virtual scavenger hunts with "Kahoot" which is an online platform for quizzes. Participants will be awarded points for correct, timely answers and once a month the prizes will be awarded – they are still trying to decide on the actual process. All other activities have been transferred to virtual learning and Brittne will also be doing virtual lessons to classes.

Communications Outreach (CV Strategies)

Erin Gilhuly, CV Strategies, advised the Board that the District received the CAPIO Epic Award for its quarterly newsletter (Best in Show) and the Award of Distinction for its Water Quality Report (CCR). A press release on these awards was sent out on July 23, 2020. The CSDA magazine (Summer-Fall Issue) will include coverage on the District’s campaign “What’s in Your Water Bottle”, under “coverage of innovative ideas in water conservation/public engagement”. The water treatment video being created in partnership with Three Valleys MWD (TVWMD), “Behind the scenes of the TVMWD Treatment Facility” is currently scheduled for completion in September 2020.

Education Update

Provided for information purposes only.

2.8

Discussion of Upcoming Conferences, Workshops, or Events (Including Items that May Have Arisen after the Posting of the Agenda)

- None.

TAB 3 LEGISLATIVE INFORMATION

3.1

Updates on Legislative Issues

General Manager, Tom Coleman, provided information on Senate Bill 1099 which relates to backup generators which had originally sought exemptions from regulatory limitations on run time due to Public Safety Power Shutoffs. The AQMD staff has become involved in negotiations on the Bill and are pursuing amendments.

TAB 4 REVIEW OF CORRESPONDENCE

None.

TAB 5 COMMITTEE REPORTS

5.1

Joint Powers Insurance Authority

Director Lewis provided a written report on his JPIA meeting attendance. A hard copy of the written report was provided to all board members and staff at the meeting or via email.

5.2

Three Valleys Municipal Water District

Director Lima reported on his attendance at the July 15, 2020 Three Valleys MWD Board meeting and advised that a presentation on their administrative policy and protocols related to COVID-19 was made. The Grand Avenue well was scheduled to go into production July 2020. Kirk Howie, TVMWD, reported that the well’s coming online was delayed until mid-August. The well will produce 900 GPM.

5.3

Association of California Water Agencies

Nothing to report. No District staff attended the ACWA virtual conference.

5.4

Puente Basin Water Agency

Commissioners Lewis and Lima reported that auditor, Jeff Palmer, Fedak & Brown, LLP, discussed the PBWA audit. The Conflict of Interest Code (COI) was adopted with no changes. The Cal Domestic Water Company line is off-line until October. The Pathfinder vault projects are moving forward and will be going out to bid in October.

5.5

Project Ad-Hoc Committee

Nothing to report.

5.6

Regional Chamber of Commerce

Director Lewis reported on the August 10, 2020 Government Affairs Committee meeting and advised that there were no water issues to report.

5.7

PWR Joint Waterline Commission

Nothing to report.

5.8

Sheriff's Community Advisory Council

Nothing to report. Director Lu-Yang advised that no meeting was held.

5.9

Rowland Heights Community Coordinating Council (RHCCC)

Director Lu-Yang reported on her attendance at the August 10, 2020 meeting and advised that no water issues were discussed.

5.10

Hacienda Heights Improvement Association

Nothing to report.

TAB 6 OTHER REPORTS, INFORMATION ITEMS AND COMMENTS

6.1

Finance Report

Director of Finance, Myra Malner presented a year-to-date Revenue and Expense Report by Category and Consumption by Class through June 2020.

6.2

Operations Report

Director of Operations, Dusty Moisio, provided the following updates:

- Valve Replacement Project- The District replaced 108 system valves in the 19/20 fiscal year.
- AMI Meter Replacement Count- 6,094
- Reception Quality of Meter Reading- 99.2%

Mr. Moisio advised that now that the District is at full staff, the District will be starting the valve program back up.

6.3

Personnel Report

General Manager, Tom Coleman, advised the Board that long-time employee, John Jacobsen, has announced his retirement. In-house flyers for his position, Maintenance II, will be flown for two weeks.

TAB 7 ATTORNEY'S REPORT

Nothing to report.

TAB 8 **CLOSED SESSION**

Legal Counsel, Joseph Byrne, adjourned the meeting to closed session at 6:23 p.m. and announced that the purpose of the closed session, and the provisions of the Brown Act authorizing the closed session were listed in the agenda.

a. **CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION**

Pursuant to paragraph (1) of subdivision (d) of Government Code Section 54956.9.

Name of Case: Rowland Water District vs. La Habra Heights County Water District, Case No. KC070088

b. **Conference with Real Property Negotiator Pursuant to Government Code Section 54956.8**

Property: 18938 Granby Place, Rowland Heights, CA 91748
District Negotiator: Tom Coleman, General Manager
Negotiating Parties: Mark I. Chen Revocable Living Trust dated 9-8-17
Under Negotiation: Price and Terms

c. **Conference with Real Property Negotiator Pursuant to Government Code Section 54956.8**

Property: Portion of Property Located at
804 S. Azusa Ave., City of Industry, CA
District Negotiator: Tom Coleman, General Manager
Negotiating Parties: City of Industry
Under Negotiation: Price and Terms

The closed session was adjourned, and the Board resumed the meeting in open session at 6:30 p.m.

Upon returning to open session, legal counsel reported that the Board took no reportable action in connection with these matters.

General Manager’s and Directors’ Comments

General Manager, Tom Coleman, advised the Board that Directors Lima and Rios had not been challenged in the upcoming election and congratulated the directors on their forthcoming terms as directors.

Future Agenda Items

None.

Late Business

None.

A motion was made by Director Lima, seconded by Director Rios, and unanimously carried to adjourn the meeting. The meeting was adjourned at 6:47 p.m.

ROBERT W. LEWIS
Board President

Attest: _____
TOM COLEMAN
Board Secretary