

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

Thursday, July 19, 2018 at 6:00 p.m.

MINUTES

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 of the Board of Director's of the Heber Public Utility District was held at the District's meeting room and called to order at 6:03 pm by Director Nolasco, Jr.

ROLL CALL:

2. Director's present at roll call: M. Cardenas, T. Sandoval, M. Nolasco, Jr., P. Tabarez, Jr. Also present General Manager Laura Fischer, Board Secretary Raquel Carrillo, and General Counsel Steve Walker. Director Garcia was absent.

3. PLEDGE OF ALLEGIANCE:

The Pledge of Allegiance was led by Director Nolasco, Jr.

4. APPROVAL OF AGENDA:

Motion to approve the agenda as presented was made by Director Tabarez, Jr., seconded by Director Sandoval.

Motion approved by Roll Call: 4/0

AYES: M. Cardenas, T. Sandoval, M. Nolasco, Jr., P. Tabarez, Jr.

ABSENT: K. Garcia

5. PUBLIC PRESENTATIONS/COMMENT: 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, please fill out a "Request to Speak Form" and hand it to the Clerk of 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: Any item on the Consent Agenda may be removed and placed under New Business at the request of any Board Member or member of the Public.

A. Approve Minutes for the Regular Meeting of June 21, 2018.

B. Approve Current Demands for June 2018.

C. Ratify Contract Amendment Between Heber Public Utility District and Laura Fischer, General Manager

- D. Authorize Out of State Travel for Three (3) Water and Wastewater Operators to Attend Tri-State Training in Las Vegas, NV on September 25th through 27th – General Manager

Motion to Approve the Consent Agenda was made by Director Tabarez, Jr., seconded by Director Sandoval.

Motion approved by Roll Call: 4/0

AYES: M. Cardenas, T. Sandoval, M. Nolasco, Jr., P. Tabarez, Jr.
ABSENT: K. Garcia

7. REPORTS:

- A. President and Director's Comments. Director Cardenas mentioned that the conference he attended was very informational and recommends that BOD will attend the upcoming one. Director Sandoval mentioned that Director Nolasco, Jr. and he attended the IID meeting received on behalf of HPUD a \$2,000 check from IID Summer Program. Director Tabarez reported that the Dogwood school had discolored water out of the fire hydrants on campus. The Fire Department reported it to HPUD. HPUD instructed the school on how and when to flush the isolated fire protection line to ensure the water was fresh.
- B. Operations Report for June 2018. Director Sandoval commended on the number of meters that were replaced and asked if the meter replacement was part of an ongoing effort budgeted each year.
- C. General Manager's Report. Laura reported on the Heber Fall Fiesta. The Board wants to have Proyecto Heber manage the vendors again, and they want to have youth and non-profit organizations run the booths again like last year.

8. NEW BUSINESS: Discussion and Possible Action

- A. Authorize the General Manager to Prepare and Submit a Request for Proposal for a Cross Control Connection Survey – General Manager

Motion to Authorize General Manager to Prepare and Submit a Request for Proposal for a Cross Control Connection Survey was made by Director Tabarez, Jr., seconded by Director Sandoval.

Motion approved by Roll Call: 4/0

AYES: M. Cardenas, T. Sandoval, M. Nolasco, Jr., P. Tabarez, Jr.,
ABSENT: K. Garcia

- B. Authorize Expenditures to Repair the South Aerotor at the Wastewater Treatment Plant – General Manager

Motion to Authorize Expenditures to Repair the South Aerotor at the WWTP was made by Director Tabarez, Jr., seconded by Director Sandoval.

Motion approved by Roll Call: 4/0

AYES: M. Cardenas, T. Sandoval, M. Nolasco, Jr., P. Tabarez, Jr.

ABSENT: K. Garcia

- C. Review SB 272 Compliance Document – Catalog of Enterprise Resources – General Manager

Motion to Review SB 272 Compliance Document – Catalog of Enterprise Resources was made by Director Tabarez, Jr., seconded by Director Sandoval.

Motion approved by Roll Call: 4/0

AYES: M. Cardenas, T. Sandoval, M. Nolasco, Jr., P. Tabarez, Jr.

ABSENT: K. Garcia

- D. Review Annual Disclosure Statement – Employee and Board Member Reimbursement FY 2017-18 – General Manager

Motion to Review Annual Disclosure Statement – Employee and Board Member Reimbursement FY 2017-18 was made by Director Tabarez, Jr., seconded by Director Cardenas.

Motion approved by Roll Call: 4/0

AYES: M. Cardenas, T. Sandoval, M. Nolasco, Jr., P. Tabarez, Jr.

ABSENT: K. Garcia

9. OLD BUSINESS:

- A. Adopt Resolution Number 2018-9 Approving a Payment Schedule to Ensure the Wastewater Fund Repays the Parks Fund for Monies Owed – General Manager

Motion to Adopt Resolution Number 2018-9 Approving a Payment Schedule to Ensure the Wastewater Fund Repays the Parks Fund for Monies Owed was made by Director Sandoval, seconded by Director Cardenas.

Motion approved by Roll Call: 4/0

AYES: M. Cardenas, T. Sandoval, M. Nolasco, Jr., P. Tabarez, Jr.

ABSENT: K. Garcia

10. ANNOUNCEMENTS:

- A. Board of Supervisors meets on July 24, August 7th and 14th at 9:30 am (open session) at 940 W Main St., El Centro.
- B. CSDA newsletter www.csdanet.net .

11. CLOSED SESSION:

Motion to go into Close Session at 6:55 pm was made by Director Sandoval, seconded by Director Cardenas.

Motion approved by Roll Call: 4/0

AYES: M. Cardenas, T. Sandoval, M. Nolasco, Jr., P. Tabarez, Jr.

ABSENT: K. Garcia

- A. Government Code Section §54957.6 (a)
1) Public Employee Evaluation of General Manager

2) Conference with Labor Negotiators - General Manager
Natural Resources Technical Associates

Board reconvened into Open Session at 7:42 pm, motion by Director Cardenas, seconded by Director Sandoval. No reportable action was taken.

12. ADJOURNMENT:

Motion to adjourn the meeting at 7:43 pm was made by Director Sandoval, seconded by Director Cardenas.

Motion approved by Roll Call: 4/0

AYES: M. Cardenas, T. Sandoval, M. Nolasco, Jr., P. Tabarez, Jr.,

ABSENT: K. Garcia

Minutes of the Regular Meeting for July 19, 2018, were prepared by Raquel Carrillo – Secretary of the Board

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