

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

**Thursday, August 20, 2020 at 6:00 p.m.**

**MINUTES**

**THIS MEETING WILL BE HELD 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*.

**THIS MEETING WILL NOT BE PHYSICALLY OPEN TO THE PUBLIC. ALL MEMBERS OF THE PUBLIC MAY ATTEND THE BOARD MEETING VIA THE APPLICATION, ZOOM UNTIL FURTHER NOTICE. YOU MAY ALSO CALL INTO THE MEETING, FOR AUDIO ONLY PARTICIPATION, BY CALLING (760) 482-2447.**

**ZOOM MEETING INFORMATION:**

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

**MEETING ID: 796-978-5637**

**CALL IN PHONE NUMBER: (760) 482-2447**

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 to the Heber Public Utility District was called to order at 6:01 pm by President Cardenas
- 2. ROLL CALL:**  
Board Members Present: P. Tabarez, Jr., M. Nolasco, Jr., T. Sandoval, K. Garcia and M. Cardenas. Also attending meeting Laura Fischer, Lexandra Carmelo, Steve Walker and Raquel Carrillo
- 3. PLEDGE OF ALLEGIANCE:**  
The Pledge of Allegiance was led by President Cardenas
- 4. APPROVAL OF AGENDA:**  
Motion to approve the agenda as presented was made by Director Tabarez, Jr., seconded by Director Nolasco, Jr.,  
Motion approved by Roll Call: 5/0  
AYES: P. Tabarez, Jr., M. Nolasco, Jr., T. Sandoval, Jr.,  
K. Garcia, M. Cardenas.

5. **PUBLIC PRESENTATIONS/COMMENT:** Attending meeting was Mr. Javier Luna resident from Heber, no presentation or comment.

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 July 16, 2020.
- B. Approve Current Demands for July 2020.
- C. Adopt Resolution 2020-15 Correcting a Clerical Error in the Water and Sewer Utility Rates Schedule as Adopted Via Resolution 2020-14 Fiscal Year 2020-2021.

Motion to Adopt Resolution 2020-15 and approve the Consent Agenda was made by Director Tabarez, Jr., seconded by Director Nolasco, Jr.

Motion approved by Roll Call: 5/0

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

7. **REPORTS:**

- A. President and Director's Comments.

Director Tabarez asked who was cutting the trees @ park.

Director Sandoval mentioned that he and Director Cardenas serve on the Heber Community Foundation Board. The board had set a monthly meetings on the first Monday or Tuesday to discuss on how to help the community.

- B. Operations Report for July 2020. Informational only
- C. General Manager's Report. GM thanked everyone for sympathy plant. Mentioned that plans to Disinfect the Sewer and Water plant are underway.

- **Planning Report** – I.C. Supervisors approved Mitigated Negative Declaration and a Zone Change allowing the expansion of the feed yard to double the capacity to total of 34,000 head of cattle. Report from HPUD Planner, Jeorge Galvan, attached to this record.

8. **NEW BUSINESS: Discussion and Possible Action**

- A. Adopt Resolution Number 2020-16 to approve Parks Per Capita Grant Funds – General Manager

The Motion to Adopt Resolution Number 2020-16 to approve Parks Per Capita Grant Funds was made by Director Tabarez, Jr., seconded by Director Garcia.

Motion approved by Roll Call: P. Tabarez, Jr., M. Nolasco, Jr., T. Sandoval, K. Garcia and M. Cardenas

- B. Adopt Resolution Number 2020-17 Modify the Wastewater Fund Capital Improvement Project List for FY 2020-21 to remove the Manhole Rehabilitation Project and add the Aeration Treatment Process Improvement Project at the Wastewater Treatment Plant – General Manager

The Motion to Adopt Resolution Number 2020-17 Modify Wastewater Fund Capital Improvement Project List for FY 2020-21 to remove the Manhole Rehabilitation Project and add the Aeration Treatment Process Improvement Project at the WWTP was made by Director Tabarez, Jr., seconded by Director Nolasco, Jr.

Motion approved by Roll Call: 5/0

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

- C. Authorize The Holt Group to write the Grant Application to the Statewide Park Program Project grant application for the next round of funding – General Manager

Motion to Authorize The Holt Group to write the Grant Application to the Statewide Park Program Project was made by Director Nolasco, Jr., seconded by Director Garcia.

Motion approved by Roll Call: 5/0

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

## **9. OLD BUSINESS: Discussion and Possible Action**

- A. Adopt Resolution Number 2020-13 to Approve the Modification to the Memorandum of Understanding Between the Natural Resource Technical Association and the Heber Public Utility District – General Manager

Motion to Adopt Resolution 2020-13 to Approve the Modification to the Memorandum of Understanding Between the NRTA and HPUD, was made by Director Sandoval, seconded by Director Tabarez, Jr.

Motion approved by Roll Call: 5/0

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

- B. Adopt Resolution 2020-09 to Adopt the Salary Schedule for Fiscal Year 2020-21 – General Manager

Motion to Adopt Resolution 2020-09 Adopt the Salary Schedule for FY 2020-21, was made by Director Tabarez, Jr., seconded by Director Nolasco, Jr.

Motion approved by Roll Call: 5/0

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

- C. Review the Bid Results for Professional Services for Energy Audit and Authorize Service Agreement – General Manager

Motion to Review Bid Results for Professional Services for Energy Audit and Authorize Service Agreement not to exceed \$35,000 was made by Director Tabarez, Jr., seconded by Director Sandoval.

Motion approved by Roll Call: 5/0

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

**10. ANNOUNCEMENTS:**

- A. Board of Supervisors meets every Tuesday in September, at 9:30 am via the platform Zoom.
- B. CSDA newsletter [www.csda.net](http://www.csda.net)

**11. CLOSED SESSION:**

Motion to go into Close Session at 6:44 pm was made by Director Sandoval, seconded by Director Tabarez, Jr.

Motion approved by Roll Call: 5/0

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

**ZOOM MEETING INSTRUCTIONS**

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 in the public Zoom meeting, participants in Closed Session will exit the public meeting.
- Staying in the Zoom app, participants in Closed Session will then join the private meeting created for Closed Session.
- Closed Session is done securely in private.
- Once Closed Session is complete, participants will leave the private Zoom meeting and re-join the public meeting using their panelist join-link for any potential report from Closed Session and adjournment in front of the public.

- A. Government Code Section §54957.6 (a)  
Conference with Labor Negotiators - General Manager  
a) Public Employee Evaluation of General Manager
- B. Government Code Section § 54956.9(c)  
a) Initiation of litigation – One Matter

Motion to move out of Closed Session was made by Director Garcia and seconded by Director Nolasco at 8:02pm. Motion passed 5/0

AYES: Cardenas, Nolasco, Tabarez, Sandoval & Garcia

NAY: NONE

ABSENT: NONE

Closed Session Announcement: Direction was given to District Counsel.

**12. ADJOURNMENT:**

Motion to Adjourn the meeting was made by Director Sandoval and seconded by Director Nolasco at 8:05pm. Motion passed 5/0.

AYES: Cardenas, Nolasco, Tabarez, Sandoval & Garcia

NAY: NONE

ABSENT: NONE

Minutes of the Regular Meeting for August 20, 2020 were prepared by Raquel R. Carrillo, Board Secretary

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