

**HEBER PUBLIC UTILITY DISTRICT
BOARD OF DIRECTORS**

MINUTES

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

Thursday, February 16, 2023 at 6:00 p.m.

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:** Meeting called to order at 6:06pm by President Sandoval.
2. **ROLL CALL:** Those attending the meeting included President Sandoval, Vice-President Diaz-Molina, Director Matus, Director Tabarez, and Director Garcia. Also in attendance were General Manager, Madeline Dessert, 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 Sandoval.
4. **APPROVAL OF AGENDA:** There was a motion to approve the agenda by Director Tabarez, seconded by Director Garcia.
The motion was approved by a roll call vote of 5-0.
AYES: President Sandoval, Vice-President Diaz-Molina, Director Matus, Director Tabarez, Director Garcia
NOES: None
ABSTAIN: None

5. **PUBLIC COMMENTS:**

Samantha Soto, 146 Sunnyside Court- Ms. Soto asked the HPUD Board of Directors for a donation for the Southwest High School Band for their upcoming competition season.

Direction was given to staff to check and follow the donation policy.

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 the Consent Agenda by Vice-President Diaz-Molina, seconded by Director Garcia.
The motion was approved by a roll call vote of 5-0.
AYES: President Sandoval, Vice-President Diaz-Molina, Director Matus, Director Tabarez, Director Garcia
NOES: None
ABSTAIN: None

- A. Approve the Minutes for the Regular Meeting of January 19, 2023
- B. Approve Current Demands for January 2023

7. **REPORTS:**

- A. President and Director's Comments

President Sandoval gave the board an update regarding their upcoming IID 2 on 2 meetings. They will meet in March and everyone will have a tour of HPUD facilities.

B. Operations Report for December 2022

Operations Report was presented with no additional comments.

C. General Manager's Report

General Managers Report was presented with no additional comments.

D. Grants Update

Office Manager, Moises Cardenas added to the Grants Report that HPUD will be seeking grant funding for a complete upgrade to the Wastewater Treatment Plant.

8. NEW BUSINESS: Discussion and Possible Action

A. Update Agreement with Code Exxperts to include website domain and stewardship- General Manager

There was a motion to approve Item 8.A to update the agreement with Code Exxperts by Vice-President Diaz-Molina, seconded by Director Garcia.

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

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

NOES: None.

ABSTAIN: None.

B. Information Only- Regarding the potential agreement between HPUD and Catholic Charities/Area Agency on Aging (AAA)- General Manager

Item 8.B. was presented with supportive comments from the HPUD Board of Directors.

C. Authorize budget modification to parks fund to cover increase in budgeted amount for Tito Huerta Park snack bar roof- General Manager

Item 8.C was tabled to be brought back to the next meeting with additional information on roof specifications.

D. Approve the budget modification to include adjustments to Salary and Benefits- General Manager

There was a motion to approve the budget modification by Vice-President Diaz-Molina, seconded by Director Matus.

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

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

NOES: None.

ABSTAIN: None.

- E. Approve the Job Description and Salary Schedule for Full Time Parks Maintenance I- General Manager

There was a motion to approve the Job Description and Salary Schedule for Full Time Parks Maintenance I by Director Matus, seconded by Director Garcia.

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

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

NOES: None.

ABSTAIN: None.

9. OLD BUSINESS: Discussion and Possible Action

- A. Update on the Proposition 218 Process for Solid Waste Collection Rates. Public Hearing on March 16, 2023 for the Heber PUD's Consideration of the Proposed Rate Schedule – General Manager

The HPUD Board of Directors gave direction to staff to obtain an interpreter for the March 16th Public Hearing.

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.csdanet.net.

Form 700s are due by February 28, 2023.

Former General Manager Laura Fischer's Retirement Date was January 23, 2023.

11. CLOSED SESSION: President Sandoval went into closed session at 6:51pm.

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. Potential Litigation (Government Code § 54956.9(d)(1))

1 Case: Empire Cat

No reportable action during Closed Session, direction given to General Counsel.

12. ADJOURNMENT: There was a motion to adjourn the meeting at 7:05pm by Director Sandoval, seconded by Vice-President Diaz-Molina.

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

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

NOES: None.

ABSTAIN: None.

Minutes of the Regular Meeting of February 16, 2023 were prepared by Moises G. Cardenas, Board Secretary.