

**HEBER PUBLIC UTILITY DISTRICT
BOARD OF DIRECTORS**

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

Thursday, October 21, 2021, 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 Code Section 5485950, et Seq.), and the Federal Americans with Disabilities Act.

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 (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 with any special requests for reasonable accommodation.

CALL TO ORDER:

1. The meeting for the Heber Public Utility District was called to order at 6:01pm.

2. **ROLL CALL:**

Board Members Present: M. Cardenas, H. Molina, T. Sandoval, P. Tabarez. Also present Laura Fischer, Steve Walker and Raquel Carrillo. Director Garcia arrived at 6:20 pm.

3. **PLEDGE OF ALLEGIANCE:**

The Pledge of Allegiance was led by Director Tabarez.

4. **APPROVAL OF AGENDA:**

Motion to Approve the Agenda as presented was made by Director Cardenas, seconded by Director Sandoval.

Motion approved by Roll Call: 4/0 1 absent

AYES: M. Cardenas, H. Molina, T. Sandoval, P. Tabarez.
ABSENT: K. Garcia

5. **PUBLIC COMMENTS:** Melissa Molina who resides at 16 Mallard made a brief statement to the Board regarding work done on the main line by HPUD, and has had issues ever since. GM asked Mrs. Molina to file a claim and submit it to the HPUD office.

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 September 16, 2021.
- B. Approve Current Demands for September 2021.

Motion to approve the Consent Agenda as presented was made by Director Cardenas, seconded by Director Sandoval.

Motion approved by Roll Call: 4/0 1 absent

AYES: M. Cardenas, H. Molina, T. Sandoval, P. Tabarez.
ABSENT: K. Garcia

7. **REPORTS:**

- A. President and Director's Comments. Director Cardenas thanks HPUD staff for work being done at Fall Fiesta.
- B. Operations Report for September 202. Information Only.
- C. General Manager's Report. Information was given to Board. Director Sandoval added he would like an update on Children's Park and have it separate on Agenda. Director Cardenas would like a report of how many delinquent customers there is.
- D. Fall Fiesta Update. GM gave a brief update on the Fall Fiesta, also mentioned that CR & R and Walker had sponsored the Fiesta. Also mentioned she would like to get the script from the Board members for the parade.

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

- A. Information Only: First Quarter Budget Review – Finance Manager Information only.

- B. Adopt Resolution 2021-12 Proclaiming A Local Emergency, Ratifying the Proclamation of a State of Emergency by Proclamation Dated March 4, 201, 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 – General Manager

Motion to Adopt Resolution 2021-12 Proclaiming a Local Emergency, Ratifying the Proclamation of a State of Emergency and Authorizing Remote teleconference meetings of HPUD for the period of Thirty Days was made by Director Cardenas, seconded by Director Sandoval.

Motion approved by Roll Call: 5/0

AYES: M. Cardenas, K. Garcia, H. Molina, T. Sandoval, P. Tabarez

- C. Adopt Resolution 2021-13 Approving the Business Associate Agreement and Broker of Record Designation with Keenan Innovative Solutions Authorizing Participation in Medical, Dental, Vision and Life Insurance Programs and Authorizing the General Manager to Execute the Necessary Associated Documents – General Manager

Motion to Adopt Resolution 2021-13, approving the Business Associate Agreement & Broker with Keenan Innovative Solutions for Health Benefits was made by Director Cardenas, seconded by Director Sandoval.

Motion approved by Roll Call: 5/0

AYES: M. Cardenas, K. Garcia, H. Molina, T. Sandoval, P. Tabarez

- D. Authorize the General Manager to Execute a Letter to Special District Risk Manager Authority to Withdraw from the SDRMA Benefits Program – General Manager

Motion to authorize the General Manager to Execute a Letter to SDRMA to withdraw from the SDRMA Benefits Program was made by Director Cardenas, seconded by Director Sandoval.

Motion approved by Roll Call: 5/0

AYES: M. Cardenas, K. Garcia, H. Molina, T. Sandoval, P. Tabarez

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

- A. Consider Adoption of Resolution Number 2021-14 Requesting Independent Special District Membership on the Imperial County Local Agency Formation Commission and Approving the Memorandum of Understanding Regarding Membership and Funding – General Manager

Motion to Adopt Resolution 2021-14 Requesting Independent Special District Membership of IC LAFCO and approving the Memorandum of Understanding Regarding Membership and Funding was made by Director Cardenas, seconded by Director Sandoval.

Motion approved by Roll Call: 5/0

AYES: M. Cardenas, K. Garcia, H. Molina, T. Sandoval,

P. Tabarez.

- B. Review and Approve the Heber Public Utility District Website – General Manager.

Ricardo Hernandez from Codexxperts gave the Board a brief update on HPUD new website. Mr. Hernandez mentioned the live to the website would be November 02, 2021. Encouraged the Board to review the website and if they had any issues or concerns to let him know.

10. ANNOUNCEMENTS:

- A. Board of Supervisors meets every Tuesday. You can listen and watch the proceedings <https://imperialcounty.org/bosagendas>.
- B. CSDA newsletter www.csda.net

11. CLOSED SESSION:

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.

Motion to go into Close Session at 6:51 pm., was made by Director Cardenas, seconded by Director Garcia
Motion approved by Roll Call: 5/0

AYES: M. Cardenas, K. Garcia, H. Molina, T. Sandoval, P. Tabarez

- A. Employee Negotiations – (Government Code Section §54957.6)
Natural Resources Technical Association
- B. Potential Litigation – (Government Code Section §54956.9(d)(2)) 1
matter
- C. Public Employee Evaluation of Performance – (Government Code
Section §54957) General Manager.

Board reconvened back to Open Session at 7:00 pm., was made by
Director Sandoval, seconded by Director Garcia.

Motion approved by Roll Call: 5/0

AYES: M. Cardenas, K. Garcia, H. Molina, T. Sandoval, P. Tabarez.
No reportable action was taken.

12. ADJOURNMENT:

Motion to adjourn the meeting at 7:05 pm., was made by Director Sandoval, seconded by Director Garcia.

Motion approved by Roll Call: 5/0

AYES: M. Cardenas, K. Garcia, H. Molina, T. Sandoval, P. Tabarez

Minutes for the October 21, 2021, meeting were prepared by Raquel Carrillo, Board Secretary

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

