



LAS VIRGENES MUNICIPAL WATER DISTRICT
4232 Las Virgenes Road, Calabasas CA 91302

MINUTES
SPECIAL MEETING

5:00 PM

March 3, 2020

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance to the Flag was led by Ivo Nkwenji.

1. CALL TO ORDER AND ROLL CALL

The meeting was called to order at **5:00 p.m.** by Board President Lewitt in the Board Room at Las Virgenes Municipal Water District headquarters at 4232 Las Virgenes Road, Calabasas, CA 91302. Josie Guzman, Clerk of the Board, conducted the roll call.

Present: Directors Charles Caspary, Jay Lewitt, Lynda Lo-Hill, Len Polan, and Lee Renger

Absent: None

Staff Present: David Pedersen, General Manager
Joe McDermott, Director of Engineering and External Affairs
Ivo Nkwenji, Information Systems Manager
John Zhao, Director of Facilities and Operations
Josie Guzman, Clerk of the Board
Keith Lemieux, District Counsel

2. APPROVAL OF AGENDA

Director Lo-Hill moved to approve the agenda. Motion seconded by Director Renger. Motion carried unanimously.

3. PUBLIC COMMENTS

None.

4. CONSENT CALENDAR

Director Polan requested that Item 4F be pulled for discussion.

A List of Demands: March 3, 2020: Receive and file

B Minutes Regular Meeting of February 18, 2020: Approve

C Monthly Cash and Investment Report: January 2020

Receive and file the Monthly Cash and Investment Report for January 2020.

D Annual Supply and Delivery of Ferric Chloride: Renewal

Authorize the General Manager to issue a one-year purchase order to Miles Chemical Company, in the amount of \$101,825.30, with two one-year renewal options for the supply and delivery of ferric chloride.

E Attendance at MWD Board and Committee Meetings: Code Change

Pass, approve, and adopt proposed Resolution No. 2570, authorizing payment for attendance at up to three Board and/or Committee meetings monthly of the Metropolitan Water District of Southern California (MWD) by any Board Member not serving as the MWD Representative.

RESOLUTION NO. 2570

A RESOLUTION OF THE BOARD OF DIRECTORS OF LAS VIRGENES MUNICIPAL WATER DISTRICT AMENDING RESOLUTION NO. 2468 (ADMINISTRATIVE CODE) AS IT RELATES TO DIRECTORS' COMPENSATION

(Reference is hereby made to Resolution No. 2570 on file in the District's Resolution Book and by this reference the same is incorporated herein.)

G Jim Bridger Road and Long Valley Road Pipeline Replacements: Approval of Scope Change

Authorize the General Manager to execute Scope Change No. 2 to CannonCorp Engineering Consultants, in the amount of \$5,798, for the Jim Bridger Pipeline Replacement Project (Phase 2), and appropriate an additional \$11,596 to replace the existing, deteriorated pipeline along Long Valley Road, from Lasher Road to Hilltop Road.

Director Caspary moved to approve Consent Calendar Items 4A, 4B, 4C, 4D, 4E, and 4G. Motion seconded by Director Polan. Motion carried unanimously.

4. CONSENT CALENDAR – Separate Action Item

F Communications Site Lease Agreement at Cordillera Tank: Amendment

Authorize the General Manager to execute an amendment to Communication Site Lease Agreement with AT&T, Inc., for its wireless facility at Cordillera Tank.

John Zhao, Director of Facilities and Operations, responded to a question regarding the containment vessel for AT&T's backup emergency generator's diesel fuel storage.

Director Polan moved to approve Item 4F. Motion seconded by Director Caspary. Motion carried unanimously.

5. ILLUSTRATIVE AND/OR VERBAL PRESENTATION AGENDA ITEMS

A Las Virgenes Unified School District Annual Grant Report

Riki Clark, Public Affairs Associate II, provided introductory remarks.

Patti Wilson, fourth grade teacher, provided an oral report of the water curriculum.

Ann Trautmann, fifth grade teacher, provided a PowerPoint presentation.

The Board commended Ms. Clark, Ms. Wilson, and Ms. Trautmann on their efforts to educate the fourth and fifth graders on water-related issues.

B Update on Willow Incident Adjacent to District Headquarters

Mike McNutt, Public Affairs and Communications Manager, provided an overview of the Willow Incident response, recovery, remediation, and security efforts. He noted that the District would continue to collaborate with the City of Calabasas, Mountains Recreation and Conservation Authority, Las Virgenes Unified School District, Paxton Calabasas, and the Los Angeles County Sheriff's Department. He also noted that the Bark Park reopened on March 2nd, but the trail would remain closed until further notice.

C Legislative and Regulatory Updates

Joe McDermott, Director of Engineering and External Affairs, presented the report. He noted that the District would be co-sponsoring a bill with the California Municipal Utilities Association: SB 1099 (Dodd), Emergency Backup Generators Critical Facilities Exemption. He also noted that the Association of California Water Agencies (ACWA) was sponsoring a sister bill, AB 2182 (Rubio), Emergency Backup Generators Water and Wastewater Facilities Exemptions, which would eliminate the enforcement capability from local air quality control boards. He stated that amendments were pending on SB 1099 for language that was included in error. He also stated that staff would work with the District's lobbyist, Best Best & Krieger, in identifying bills to support and oppose. He also stated that staff would continue to work with the District's lobbyist for more science-based

legislation on perfluoroalkyl and polyfluoroalkyl substances (PFAS) and funding for water infrastructure projects.

Director Caspary noted that he attended the ACWA State Legislative Committee meeting on February 21st. He noted that ACWA submitted comments on the Governor's Water Resiliency Portfolio and on bills related to Public Safety Power Shutoffs. He also noted that the State Water Resources Control Board reduced the response levels for perfluorooctanoic acid (PFOA) to 10 parts per trillion, and for perfluorooctanesulfonic acid (PFOS) to 40 parts per trillion. He mentioned that the Orange County Water District had to shut down one-third of their wells, and they were urging that the Governor's Climate Resiliency Bond include a funding category to deal with contaminants of emerging concern.

D Water Supply Conditions Update

Joe McDermott, Director of Engineering and External Affairs, presented the report.

6. TREASURER

Director Lo-Hill stated that the Treasurer's report was in order.

7. FACILITIES AND OPERATIONS

None.

8. FINANCE AND ADMINISTRATION

A Proposed Districtwide Organizational Changes

Reclassify a Customer Service Programs Supervisor (M87) position to a Management Analyst I/II (M63/M77) position, reclassify a Field Customer Service Representative I/II (Range 32) position to a Backflow Inspector (Range 59) position, reclassify an Electrician/Instrumentation Technician I/II (Range 51/66) position to an Electrician (Range 56) position, and retitle a Computer Support Specialist (Range 52) position to a Technology Support Specialist (Range 52) position; and authorize the inclusion of the following organizational changes in the proposed Fiscal Year 2020-22 Two-Year Budget Plan: addition of a 12-month limited-term Customer Service Representative (Range 33) position, reclassification of a Chief Water Treatment Plant Operator (Range 77) position to a Water Treatment Supervisor (Range 87) position, reclassification of a Water Treatment Plant Operator II (Range 64) position to a Senior Water Treatment Operator (Range 70) position, addition of two student Intern positions, reclassification of a Systems Analyst (M88) position to a Principal Technology Analyst (M98) position, addition of a Network and Security Technician (Range 52) position, and retitling of a SCADA Analyst (M85) position to a Network and SCADA Analyst (M85) position.

General Manager David Pedersen presented the revised report.

Joe McDermott, Director of Engineering and External Affairs, reviewed the proposed organizational changes to the Engineering and External Affairs Department.

A discussion ensued regarding backflow prevention inspection activities and Backflow Inspector certification.

John Zhao, Director of Facilities and Operations, reviewed the proposed organizational changes to the Facilities and Operations Department. He responded to a question regarding the two-year time period to achieve certification as a Treatment Plant Operator III.

Ivo Nkwenji, Information Systems Manager, reviewed the proposed organizational changes to the Information Systems Division.

A discussion ensued regarding notice provided to the District by employees who are planning to retire and the possibility of incentivizing employees to provide more advanced notice. General Manager David Pedersen suggested that this could be discussed at a future meeting.

Director Lo-Hill moved to approve Item 8A. Motion seconded by Director Renger. Motion carried unanimously.

B Claim by Charter Spectrum

Approve the claim by Charter Spectrum, in the amount of \$27,543.28, for damages to its facility in the 5000 block of Fairview Place in the City of Agoura Hills.

John Zhao, Director of Facilities and Operations, presented the report.

Director Polan moved to approve Item 8B. Motion seconded by Director Renger.

Mr. Zhao responded to a question regarding the cause of the main break by stating that the cause was corrosion where the service line connected to the water main and improper coating.

Motion carried unanimously.

9. ENGINEERING AND EXTERNAL AFFAIRS

A Westlake Filter Plant and Torchwood Tank Landscaping Project

Award a construction contract to FS Contractors, Inc., in the amount of \$187,860, and reject all remaining bids upon receipt of duly executed contract documents for the Westlake Filter Plant and Torchwood Tank Landscaping Project; and appropriate an additional \$15,072 to CIP No. 10642, Westlake Filter Plant Landscape Plan Project (Pre-Woolsey Fire).

Eric Schlageter, Principal Engineer, presented the report.

Director Caspary moved to approve Item 9A. Motion seconded by Director Lo-Hill.

Mr. Schlageter responded to questions regarding the scope of the project.

Motion carried unanimously.

10. **NON-ACTION ITEMS**

A Organization Reports

None.

B Director's Reports on Outside Meetings

Director Lo-Hill reported that she attended the California Association of Sanitation Agencies (CASA) and Association of Water Agencies of California (ACWA) Washington D.C. Conferences.

Director Caspary reported that he attended the ACWA State Legislative Committee Meeting. He also reported that he would be attending the Santa Monica Bay Restoration Commission Watershed Advisory Committee Meeting on March 5th to discuss issues raised by the Environmental Protection Agency regarding the work plan and concerns with nutrient contributions from various sources to the Santa Monica Bay.

Board President Lewitt reported that he also attended the CASA and ACWA Washington D.C. Conferences. He noted that a keynote address was presented by Jennifer Mallard, Senior Advisor from the Federal Permitting Improvement Steering Council. He also noted that there was discussion regarding perfluoroalkyl and polyfluoroalkyl substances (PFAS) guidelines and research programs, flushable wipes, and the State Revolving Fund Program.

C General Manager Reports

(1) General Business

General Manager David Pedersen reminded the Board of the MWD Infrastructure Inspection Trip scheduled on March 4th for a tour of the Eagle Rock Control Center and the Joseph Jensen Treatment Plant. He noted that Mike McNutt, Public Affairs and Communications Manager, would provide presentations regarding Power Safety Power Shutoffs and SB 1099 at the ACWA Legislative Symposium on March 12th. He also noted that the next Board meeting would be held on March 24th, and the Budget/Strategic Planning Workshop would be held on March 30th. He announced that Ursula Bosson was promoted to Customer Service Manager, and Darrell Johnson had assumed his new position of Water Systems Manager.

(2) Follow-Up Items

General Manager David Pedersen noted that the list of follow-up items was provided to the Board.

D Directors' Comments

Director Renger noted that PG&E filed Chapter 11 bankruptcy, and Southern California Edison was being more proactive in trimming trees adjacent to power lines. He expressed concern with the increased cost of electricity and the need to pass along increased costs to the District's customers.

Board President Lewitt noted that a handout was provided to the Board with a list of proposed items for the Budget/Strategic Planning Workshop. He asked the Board to review the list and contact the General Manager if they wished to add items.

11. FUTURE AGENDA ITEMS

None.

12. PUBLIC COMMENTS

None.

13. CLOSED SESSION

None.

14. OPEN SESSION AND ADJOURNMENT

Seeing no further business to come before the Board, the meeting was duly adjourned at **7:09 p.m.**



Jay Lewitt, President
Board of Directors
Las Virgenes Municipal Water District

ATTEST:



Charles Caspary, Secretary
Board of Directors
Las Virgenes Municipal Water District

(SEAL)