

**SEELEY COUNTY WATER DISTRICT**  
1898 West Main Street (P.O. Box 161) Seeley, CA 92273  
Telephone: 760.352.6612 Facsimile: 760.352.0589



**PRESIDENT:** Leslie Hill    **VICE PRESIDENT:** Donald Murphy  
**BOARD OF DIRECTORS:** Jason Grima, Esteban Jaramillo, Bianca Vasquez

### **NOTICE OF REGULAR MEETING**

Date: January 18, 2022  
Where: SCWD Office, 1898 W. Main Street, Seeley CA 92273  
Time: 6:00PM

IN COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT, IF YOU NEED SPECIAL ASSISTANCE TO PARTICIPATE IN THIS MEETING, PLEASE CONTACT THE GENERAL MANAGER AT, (760) 425-0041. NOTIFICATION 48 HOURS PRIOR TO THE MEETING WILL ENABLE SCWD TO MAKE REASONABLE ARRANGEMENTS TO ENSURE ACCESSIBILITY TO THIS MEETING [28CFR 35.102-35.104 ADA TITLE II]

**A. CALL TO ORDER**

PLEDGE OF ALLEGIANCE

QUORUM – ROLL CALL

**B. DISCUSSION OF AGENDA**

1. Items to be pulled from the Action Calendar.
2. Items to be pulled from the Discussion Calendar.
3. Emergency Items to be added.
4. Approval of the agenda.

**C.**

**PUBLIC APPEARANCES**

1. Matters not appearing on the agenda. If you wish to address the BOARD OF DIRECTORS concerning any item within the BOARD'S jurisdiction, please raise your hand and be acknowledged by the BOARD PRESIDENT, and at that time state your name and address for the record. The BOARD PRESIDENT reserves the right to place a time limit on each person's presentation of three (3) minutes. It is requested that longer presentations be submitted to the BOARD OF DIRECTORS in writing.

2. Matters appearing on the agenda. If you wish to address the BOARD OF DIRECTORS concerning any item appearing on the agenda, please raise your hand and be acknowledged by the BOARD PRESIDENT, and at that time state your name and address for the record. The BOARD PRESIDENT reserves the right to place a time limit on each person's presentation of three (3) minutes

**D.****REPORTS**

1. President and Vice President/or Board Member comments
2. Administrative General Manager and Secretary Report
3. Operations Report

**E.****CONSENT AGENDA**

All items appearing under the "Consent Agenda" will be acted upon by the Board by one motion without discussion. Should a Board member or other person request that any item be considered separately that item will then be taken up at the time as determined by the Board President.

1. Demands (Accounts Payable)
2. Approval of Minutes: REGULAR MEETING: December 13, 2021
3. Authorize up to 4 Administrative days for the President of the Board for the month of January 2022.
4. Authorize the AGM to reimburse Melanie Baeza for out-of-pocket Holiday luncheon expense to be expensed against the \$150 approved by the board. Total to be reimbursed in the amount not to exceed \$66.00.
5. Authorize the AGM to reimburse Ashley Hernandez for out-of-pocket Holiday Luncheon expense to be charged against the \$150.00 approved by the board. Total to be reimbursed in the amount not to exceed \$65.97

**F. BOARD REORGANIZATION**

**F-1. SUBJECT: DISCUSSION/ACTION: INCUMBENT BOARD MEMBERS SEEKING RE-ELECTION FROM THE GOVERNING BODY; THE SEELEY COUNTY WATER DISTRICT BOARD OF DIRECTORS FOR A TERM OF FIVE (5) YEARS COMMENCING JANUARY 18, 2022, AND EXPIRING DECEMBER 31, 2026**

1. NOMINATION AND APPOINTMENT BY THE BOARD; INCUMBENT DIRECTOR DONALD MURPHY TO THE DIRECTOR SEAT FOR A TERM OF FOUR (5) YEARS
2. NOMINATION AND APPOINTMENT BY THE BOARD; INCUMBENT DIRECTOR JASON GRIMA TO THE DIRECTOR SEAT FOR A TERM OF FOUR (5) YEARS

**F-2. SUBJECT: DISCUSSION/ACTION: CANDIDATE(S) SEEKING TO BE ELECTED FROM THE GOVERNING BODY; THE SEELEY COUNTY WATER DISTRICT BOARD OF DIRECTORS FOR A TERM OF FIVE (5) YEARS COMMENCING JANUARY 18, 2022, AND EXPIRING DECEMBER 31, 2026**

F-3. SUBJECT: DISCUSSION/ACTION/NOMINATION: **NOMINATE AND ELECT A BOARD MEMBER TO THE OFFICE OF PRESIDENT**

1. NOMINATE AND ELECT BOARD MEMBER TO THE OFFICE OF PRESIDENT FOR THE TERM OF ONE (1) YEAR EFFECTIVE JANUARY 18, 2022 – DECEMBER 31, 2022

F-4. SUBJECT: DISCUSSION/ACTION/NOMINATION: **NOMINATE AND ELECT A BOARD MEMBER TO THE OFFICE OF VICE PRESIDENT**

1. NOMINATE AND ELECT BOARD MEMBER TO THE OFFICE OF PRESIDENT FOR THE TERM OF ONE (1) YEAR EFFECTIVE 18, 2022 – DECEMBER 31, 2022

F-5. SUBJECT: **CERTIFICATE OF APPOINTMENT AND OATH OF OFFICE ADMINISTERED**

1. PRESIDENT AND VICE PRESIDENT
2. BOARD OF DIRECTOR(S) APPOINTED TO THE SEAT(S)

#### **G. PUBLIC MEETING FOR REVIEW OF THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) PROCESS**

The Seeley County Water District meeting is open to the public for review of the California Environmental Quality Act (CEQA) process for the upcoming Wastewater Treatment Plant Upgrades Project No. 8481-110 at 1898 W Main Street, Seeley CA 92273, Conference room . A high-level description of the project will be provided at this time along with an overview of the draft CEQA documents that are under preparation. The draft CEQA documents will be available for public review and comments in Spring 2022.

F-1 SUBJECT: PRESENTATION **2<sup>ND</sup> REVIEW OF THE ENVIRONMENTAL CEQA FOR THE WASTEWATER TREATMENT PLANT IMPROVEMENTS**

#### **H. HAZEN AND SAWYER: WASTEWATER TREATMENT PLANT IMPROVEMENTS – DISCUSSION/ACTION – SECTION 1**

H-1. SUBJECT: DISCUSSION: **UPDATES TO THE WASTEWATER TREATMENT PLANT IMPROVEMENTS; PROJECT WORK ORDER NO. R7-2019-0001 & R7-2021-0041**

1. ORDER WORK NO. 2021-0041 (\$39K) - IMPROVEMENT TO THE UV SYSTEM
2. ORDER WORK NO. 2019-0001 (\$297K) – IMPROVEMENT TO THE WWTP

H-2. SUBJECT: DISCUSSION/ACTION/DIRECTION: **THE SEELEY COUNTY WASTEWATER TREATMENT PLANT IS REGULATED UNDER NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES) PERMIT AND WASTE DISCHARGE REQUIREMENTS (NPDES PERMIT NO. CA01050203) THE RENEWAL DATE FOR THE PERMIT IS APRIL 3<sup>RD</sup> 2022**

1. SHALL THE DISCHARGER (SCWD) PROCEED WITH THE NPDES PERMIT REISSUANCE UNDER THE CURRENT WASTEWATER PLANT?
2. THE DISCHARGER (SCWD) TO REQUEST A PERMIT EXTENSION FROM THE STATE WATER BOARD TO COVER THE EXPIRATION DATE OF OUR CURRENT WASTE PLANT PERMIT. OPERATIONS WILL CONTINUE AS USUAL WITH ALL OF THE EXACT SAME STANDARDS UNTIL THE NEW PERMIT IS RECEIVED.



H-3. SUBJECT: DISCUSSION/ACTION/DIRECTION: **STATE WATER RESOURCES CONTROL BOARD; STATE REVOLVING FUND ("SRF") 12 MILLION GRANT**

1. APPROVE AND AUTHORIZE THE ADMINISTRATIVE GENERAL MANAGER TO REQUEST ADDITIONAL FUND FROM THE STATE'S WATER BOARD SRF PROGRAM FINANCIAL DIVISION TO FINISH THE DESIGN OF WASTEWATER TREATMENT PLANT AND CEQA

<b>I. DISCUSSION/ACTION – SECTION 2</b>
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I-0. SUBJECT: DISCUSSION/ACTION: **HUNTER EMPLOYMENT TEMPORARY STAFFING SERVICES; AUTHORIZE AND APPROVE THE ADMINISTRATIVE GENERAL MANAGER A BUDGET INCREASE ADJUSTMENT**

3. APPROVE AND AUTHORIZE THE AGM A BUDGET ADJUSTMENT INCREASE, UP TO A NOT EXCEEDS \$6000.

I-1. SUBJECT: DISCUSSION/ACTION: **EXTENSION OF HR CONSULTING SERVICES BETWEEN SEELEY COUNTY WATER DISTRICT AND TERI BROWNLEE, CONSULTANT**

1. APPROVE AGREEMENT EXTENSION TO NOVEMBER 9, 2022

I-2. SUBJECT: DISCUSSION/ACTION: **EXTENSION OF WATER AND WASTEWATER CONSULTING SERVICES BETWEEN SEELEY COUNTY WATER DISTRICT AND AARON GARCIA, CONSULTANT**

1. APPROVE AGREEMENT EXTENSION TO AUGUST 20, 2022

I-3. SUBJECT: DISCUSSION/ACTION: **EXTENSION OF ACLC CONSULTING SERVICES BETWEEN SEELEY COUNTY WATER DISTRICT AND JOHN KEMP, CONSULTANT**

4. APPROVE AGREEMENT EXTENSION TO JUNE 30, 2022

I-4. SUBJECT: DISCUSSION/ACTION: **UNCOLLECTABLE ACCOUNTS AND WRITING-OFF ACCOUNT RECEIVABLES BY TYPE AS OF 2019**

1. AUTHORIZE AND APPROVE AGM TO WRITE-OFF RESIDENTIAL ACCOUNTS \$9,152.37
2. AUTHORIZE AND APPROVE AGM TO WRITE-OFF DUMPER ACCOUNTS \$3453.09
3. TOTAL AMOUNT TO BE OF WRITE-OFF **\$12,605.46**

I-5. SUBJECT: DISCUSSION/ACTION/DIRECTION: **ADMINISTRATIVE ASSISTANT(S) I MOVE FROM PART-TIME TO FULL-TIME TEMPORARILY**

1. APPROVE MOVE AND TEMPORARY FULL-TIME ASSIGNMENT(S) WITH ALL BENEFITS

I-6. SUBJECT: DISCUSSION: **RURAL COMMUNITY ASSISTANCE CORPORATION**

1. WATER RATE ANALYSIS FUNDED BY GRANT ASSISTANCE
  - a. RCAC RATE STUDY FORECASTED ANALYSIS
  - b. NO ANALYSIS IS NEEDED ON THE WASTEWATER RATES

**J.**

**CLOSED SESSION:**

This is a CLOSED SESSION in which the Board of Directors discuss matters in closed session as opposed to open session. Only those matters authorized by the Brown Act as permissible CLOSED SESSION subjects will be discussed. They are as follows:

1. SUBJECT: CONFERENCE WITH LABOR NEGOTIATORS (Section: §54957.6)  
Agency designated representatives: Mitch Driskill  
Employee organization: Teamsters Union Local 542
2. SUBJECT: CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION  
Significant Exposure to Litigation Pursuant to Government Code Section §54956.9(b).  
(one potential case)
3. SUBJECT: CONFERENCE WITH LEGAL COUNSEL – INITIATION OF LITIGATION  
Pursuant to paragraph (4) of subdivision (d) of Government Code Section § 54956.9 (one potential case)
4. SUBJECT: PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Gov. Code section 54957(b)(1).) (The performance of an existing employee) Title: General Manager and Secretary of the Board

**K.**

**ANNOUNCEMENTS:**

1. Board of Supervisors Public Meetings: Tuesdays in September 9:30 am  
(open session) at 940 W. Main St.
2. CSDA Newsletter: [www.csda.net](http://www.csda.net)

**L.**

**ADJOURNMENT:**

**NEXT REGULAR BOARD MEMBER MEETING: February 22, 2022, at 6:00 P.M.**  
**CONSIDERATION FROM THE BOARD TO ADJOURN REGULAR MEETING TO THE NEXT REGULAR MEETING MARCH 21, 2022**

NOTE: Any documents produced by the SCWD and distributed to a majority of the SCWD Board regarding any item on this agenda will made available at the front counter at Seeley County Water District, located at 1898 W. Main Street, Seeley CA 92273, during normal business hours.