



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

REGULAR BOARD MEETING

Date: November 13, 2025
Where: SCWD Office, 1898 W. Main Street, Seeley CA 92273
Time: 4:30 PM

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
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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
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- 1. Hazen and Sawyer Engineering & Design Phase
 - a. Restart and re-engagement of the Wastewater Treatment Plant MBR Improvement Project (60% Design)
- 2. Director's Reports
 - a. Request for any Future Agenda Items?
- 3. General Manager's District Business Reports

- a. **Lead Service Line Identification (LSL) Inventory Plan Update** - Survey is nearly finished; physical inspections of water connection materials coming next.
- b. **Fire Safety Inspection Follow-Up** – Most fire inspection items have been addressed. Installation of Knox Boxes at the remote-controlled gates for the water and wastewater plants is pending D'Marco Iron Works' availability.
- c. **NAD Bank** - Funding meetings opportunity took place Sept 24th and October 14th. Meetings with Toribio Cuevas from NAD Bank, coordinated by Imperial County Public Health, confirmed that Seeley may receive up to \$8 million in gap funding for the WWTP MBR Improvement Project if the District applies and the project outcompetes other submissions.
- d. **ERP Pro 10 Financial Management Suite Update** -
 - 1. The Project Accounting module will be implemented in December 2025. This module will allow the District to manage projects and track project-related costs directly within ERP Pro 10. Staff will receive training on project accounting.
 - 2. The Employee Self Service (ESS) module has been removed from the suite. The annual cost was \$1,102.50, with a credit of \$551.25 applied.
- e. **Community members are planning a Christmas Parade in Seeley** - Some SCWD staff would like to participate, possibly with a decorated truck or backhoe.
- f. **UV Disinfection System Project Update** – As previously reported to the Board, the State Regional Water Board approved the project in lieu of fines for exceeding NPDES permit limitations. Once the second estimate is received, formal authorization and approval will be requested from the Board.
- g. **Flooding Mitigation Joint Meeting Update** – A joint meeting with Imperial County, Kimley-Horn Engineers, and SCWD staff regarding the Rio Vista Street Drain Feasibility Study and Conceptual Plan took place on November 4, 2025. SCWD is involved in these discussions because the County cannot proceed with planning without coordination, as the project involves land owned by SCWD.
- h. **Facilities Update and Maintenance** -
 - 1. WTP: Filter #2 pressure switch was replaced and repaired by John Grey.
 - 2. WWTP: Cleansing Pond aerator #3 has been repaired and returned to working condition by John Grey.
 - 3. 1798 Alamo Street Alley: SCWD staff cleaned part of the alley due to excess debris and organic material obstructing access.
 - 4. Fleet Maintenance: Joe repaired the coil and steering column switch on Truck #1 – 2009 Ford Ranger

****John Robert Bates Memorial Park Updates Phase III & Greening Project****

- i. **IID Public Green Space Grant Update** – As previously reported, a portion of the grant has been received, enabling the District to order materials for six trees at the Wastewater Treatment Plant offices. Project completion is pending delivery and planting of the trees.

- j. **CRNA for Urban Greening Update** – A progress quarterly report for Phase III of the project has been submitted to SCWD's grant administrator. Because additional funding needed to be secured, and by the time it was obtained the March 2026 deadline was approaching, an extension was requested and granted. See attached report.
- k. **ICAPCD – Imperial County Air Pollution Control District Update** – The Urban Greening Project approved by ICAPCD is being submitted for official recording and approval by the Imperial County Board of Supervisors, planned for later this month. This represents the remaining funding needed by SCWD to complete the Bates Park greening project. Following this, the project may be advertised in the newspaper for bids.

E.	CONSENT CALENDAR
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All items appearing under the "Consent Calendar" 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. Financial Reports

- a. Accounts Payable -October-November 2025
- b. Routine Demands -October-November 2025

2. Approval of the Minutes

REGULAR MEETING:

- a. October 22, 2025

SPECIAL MEETING:

- b. October 30, 2025

3. Authorization of Administrative Pay for Board President

- a. Authorize payment of up to four (4) days of administrative pay for the President of the Board for the month of November 2025

F.	ACTION / DISCUSSION
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F-1. SUBJECT: DISCUSSION/ACTION: APPROVAL OF RESOLUTION NO. 111325-01 SEELEY COUNTY WATER DISTRICT ADOPTING AN EMPLOYMENT AGREEMENT WITH THE ADMINISTRATIVE GENERAL MANAGER AND SECRETARY OF THE BOARD AN EXEMPT 'AT WILL' POSITION

- 1. Approve Resolution No. 111325-01

F-2. SUBJECT: DISCUSSION/ACTION: REQUEST BOARD AUTHORIZATION - NADBANK FUNDING FOR WASTEWATER TREATMENT PLANT (WWTP) MBR IMPROVEMENT PROJECT

- 1. Request Board authorization for the General Manager to initiate the NAD Bank funding application process for potential gap funding of up to \$8 million for the WWTP MBR Improvement Project. Formal approvals will be sought and brought to the Board as the process progresses.

F-3. SUBJECT: DISCUSSION/ACTION: REQUEST BOARD AUTHORIZATION – UNITED STATES DEPARTMENT OF AGRICULTURE (USDA) LOAN AND OTHER POTENTIAL FUNDING FOR WWTP UV DISINFECTION SYSTEM

- 1. Request Board authorization for the General Manager to initiate the loan application process with the United States Department of Agriculture (USDA) and to explore financing or funding from other potential sources for the new UV disinfection system and panel at the Wastewater Treatment Plant. Formal approvals will be sought and brought to the Board as the process progresses.

F-4. SUBJECT: DISCUSSION/ACTION: REQUEST BOARD AUTHORIZATION – PARTICIPATION IN SEELEY CHRISTMAS PARADE

THE BOARD MAY CONSIDER AUTHORIZATION AND ALLOWING THE FOLLOWING:

1. District staff participation with decorated trucks or backhoe, with staff donating their time and materials; **or**
2. Deny participation; **or**
3. Suggest alternative arrangements.

F-5. SUBJECT: DISCUSSION/ACTION: REQUEST BOARD AUTHORIZATION – 2ND ANNUAL HARVEST FESTIVAL (NOVEMBER 15, 2025)

THE BOARD MAY CONSIDER AUTHORIZATION AND ALLOWING THE FOLLOWING:

1. Use of the Maintenance Shop's electricity for a jumper (2-hours) at John Robert Bates Memorial Park for the 2nd Annual Harvest Festival, sponsored by InnerCare Health Services (Elvia Morales, El Centro); **or**
2. Deny use of electricity; **or**
3. Suggest alternative arrangements.

F-6. SUBJECT: DISCUSSION: POTENTIAL MULTI-USE RETENTION BASIN ON SCWD PROPERTY AND SEWER SIPHON OPTION

1. The Board will discuss the potential use of SCWD-owned property as a retention basin, which could also be developed into a multi-use park, such as a soccer field. Any funding for improvements to create the multi-use park would be provided by SCWD, not Imperial County.

An alternative concept involving a sewer siphon for the existing 8-inch sewer line crossing Rio Vista Street was also discussed. Implementing this siphon could allow a larger storm drain pipe along Rio Vista, directing flow to the proposed retention basin and away from the school.

G. CLOSED SESSION:

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

1. **SUBJECT: CONFERENCE WITH LEGAL COUNSEL – INITIATION OF LITIGATION**
Pursuant to paragraph (4) of subdivision (d) of Government Code Section § 54956.9 (Forty (40) potential case) Delinquent Over 60 -Days Billing Water Accounts
2. **SUBJECT: CONFERENCE WITH LABOR NEGOTIATORS (Section: §54957.6) Agency**
designated representatives
Chief/Lead Negotiator: Teri Brownlee
Legal Counsel/Negotiation Advisor: Mitch Driskill
Employee organization: Teamsters Union Local 542

H.

ANNOUNCEMENTS:

1. Board of Supervisors Public Meetings: **Tuesdays at 9:30 am**
(open session) at 940 W. Main St.
2. CSDA Newsletter: www.csda.net

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ADJOURNMENT:

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 regular business hours.