



Setting Standards of Excellence in Public Service

MINUTES
REGULAR MEETING OF THE BOARD OF DIRECTORS
Wednesday, November 7, 2018 – 6 p.m.
7811 University Avenue, La Mesa, CA 91942-0427

1. President Hedberg called the regular board meeting to order at 6 p.m. The roll call showed a quorum of the board present: Directors Hedberg, McMillan, Scalzitti, Verbeke and Gracyk.

Staff present: Lugo, Tomasulo, Miller, Olney, Bryant, Janzen, Berens, MacMaster, Ross, Curtis, Solano and Annett. General Counsel Elizabeth W. Hull was also present.

Others present: Ms. Lisa Wood.

2. Director Gracyk led the Pledge of Allegiance. No invocation was provided.
3. General Manager Carlos V. Lugo reported there were no additions or deletions to the agenda. The motion to approve the agenda carried unanimously.

Motion: Verbeke
Second: Gracyk

4. President Hedberg provided opportunity for members of the public to address the board on any item under the subject matter jurisdiction of the district. Ms. Lisa Wood addressed the board regarding the El Monte proposed sand mining project and environmental impact report. Director of Engineering James A. Tomasulo met with Ms. Wood once the meeting adjourned.

5. The motion to approve the consent agenda carried unanimously. There were no public comments.

Motion: Scalzitti
Second: Verbeke

- a) Memorandum dated November 7, 2018, from the Secretary of the Board Sandra L. Janzen submitting expense and per diem claims was approved.

- b) The board approved the following set of minutes:
 - i. October 17, 2018, special board meeting
- c) The following operating account checks submitted for ratification were approved:
 - i. List dated October 17, 2018
 - ii. List dated October 24, 2018
 - iii. List dated October 31, 2018

ACTION ITEMS

- 6. The board authorized General Manager Carlos V. Lugo to obtain three quotes, award and execute a contract with a general contractor to remove and replace 70 feet of inaccessible 10-inch asbestos cement pipeline at Grossmont Hospital, project RMB18086. There were no public comments. The motion carried unanimously.

Motion: Scalzitti
Second: Verbeke

Engineering Manager Timothy J. Ross provided a PowerPoint presentation and answered all questions with the assistance of General Manager Carlos V. Lugo regarding the concrete slurry to be removed at the expense of the hospital.

- 7. The board waived two immaterial deviations of the apparent low bid; adopted Resolution 18-44 awarding construction of valve vault retrofit at Grossmont Reservoir project CIP19018, to the lowest responsible bidder submitting a responsive bid, Tharsos Inc. of La Mesa, California, in the amount of \$217,999; and appropriated funds in the amount of \$280,000 from schedule 64, item 18 of the fiscal year 2018-19 capital budget for construction of the project. There were no public comments. The motion carried unanimously.

Motion: Verbeke
Second: Gracyk

Assistant Engineer Jeffrey J. MacMaster provided a PowerPoint presentation and answered all questions with the assistance of Director of Engineering James A. Tomasulo regarding an expected completion date and the price change from the original bid submitted in error.

8. The board authorized General Manager Carlos V. Lugo to execute a second amendment to the professional services agreement between Helix Water District and Platt/Whitelaw Architects Inc. in the amount of \$32,400 and appropriated funds in the amount of \$73,000 from schedule 64, item 23, of the fiscal year 2018-19 capital budget for valve engineering services for the R.M. Levy Water Treatment Plant HVAC and roof replacement project CIP19023. There were no public comments. The motion carried unanimously.

Motion: Gracyk
Second: Verbeke

Director of Engineering James A. Tomasulo provided a PowerPoint presentation and addressed questions with the assistance of General Manager Carlos V. Lugo regarding the potential savings the consultant may discover through new technology for asbestos removal, the sequencing of the construction and project timing.

9. The board considered changes to the policies and procedures manual and set December 19, 2018, at 6 p.m. as the date and time of the public hearing. There were no public comments. The motion carried unanimously.

Motion: Scalzitti
Second: Verbeke

Director of Administrative Services Jennifer C. Bryant provided a PowerPoint presentation and addressed questions with the assistance of the executive team and Human Resources Manager Anne D. Solano.

INFORMATION

10. The board received and filed the Helix Water District fiscal year 2017-18 water loss audit. There were no public comments. Senior Public Affairs Representative Michelle M. Curtis provided a PowerPoint presentation and answered all questions with the assistance of System Operations Manager Michelle P. Berens.

DISCUSSION

11. President Hedberg, Vice President McMillan, Directors Scalzitti, Verbeke and Gracyk provided written reports. In addition, Vice President McMillan reported attending the San Diego County Water Authority September 27, 2018, board and committee meetings. Director Scalzitti reported attending the November 5, 2018, Advanced Water Purification Project Ad Hoc Committee meeting to review the proposed term sheet for said project.

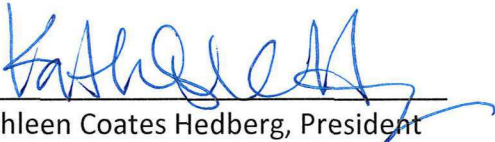
12. President Hedberg reported attending the October 31, 2018, Captive Insurance webinar offered by the Association of California Water Agencies/Joint Powers Insurance Authority regarding potential savings of holding funds in Utah. President Hedberg also reported that on November 15, 2018, the district will host a presidents'/general managers' luncheon at Lake Jennings. Expected attending agencies include Otay Water District, Lakeside Water District, Sweetwater Authority, Padre Dam Municipal Water District as well as Helix Water District.

In the interest of time, Secretary of the Board Sandra L. Janzen did not provide the customer compliment regarding the professional customer service received by Ms. Anita Grace from Customer Service Representative Michelle I. Harrison.

13. General Manager Carlos V. Lugo detailed upcoming agenda items for the meetings scheduled on November 14 and 15, December 5 and 12, 2018. The board agreed to cancel the Committee of the Board meeting on December 26, 2018 due to the holiday and to conduct a closed session at 5 p.m. on December 5, 2018. Mr. Lugo reported Ms. Janzen will contact the Finance and Administration Committee to conduct a special meeting and that he would be out of town November 10 and 11, 2018. There were no public comments.
14. General Counsel Elizabeth W. Hull had nothing additional to report. There were no public comments.

ADJOURNMENT

15. President Hedberg adjourned the meeting at 8:40 p.m.


Kathleen Coates Hedberg, President

ATTEST:


Sandra L. Janzen, Secretary of the Board