

## **MINUTES OF THE BOARD OF DIRECTORS OF SERRANO WATER DISTRICT**

The Board of Directors of the Serrano Water District met (via teleconference) in a regular board meeting on Tuesday, November 17, 2020. The meeting was held at the District Office located at 18021 Lincoln Street, Villa Park, California.

CALL TO ORDER: President Pharris called the meeting to order at 8:31 a.m.

### ROLL CALL:

#### BOARD OF DIRECTORS MEMBERS PRESENT:

C.L. "Larry" Pharris, Jr.	President
Greg Mills	Vice President
Jerry Haight	Board Member
Frank Bryant	Board Member
Brad Reese	Board Member

#### BOARD OF DIRECTORS MEMBERS ABSENT:

#### STAFF PRESENT:

Jerry Vilander	General Manager
Vittorio Roggero	Business Manager
Laura Heflin	Administrative Assistant
Jeremy Jungreis	Legal Counsel

#### GUESTS PRESENT:

#### PUBLIC COMMENT

None.

#### SEATING OF NEW AND RE-ELECTED DIRECTORS

Attorney Jungreis administered the Oath of Office to President Pharris, Vice President Mills and Director Haight. The Board of Directors and staff congratulated Directors Pharris, Mills and Haight on their re-elections.

#### BOARD MINUTES

Consideration of Serrano Water District Board Meeting minutes of October 20, 2020. Director Haight asked about the status of the purchase order policy for review. Staff responded that this item will be placed on the December Board agenda for review. The minutes will be corrected to reflect that Mark Monin is from the El Toro Water District not the Serrano Water District. Additionally, the memorandum regarding Resolution No. 2020-10-01 that was presented at the last meeting will be presented to the Finance Committee in its revised format reflecting current reserve goals. Director Haight moved that the minutes of the October 20, 2020 meeting be approved as amended, Director Reese seconded the motion, and the motion was unanimously carried with Directors Bryant, Mills, Reese, Haight, and Pharris voting yes.

#### GENERAL MANAGER REPORT

General Manager Vilander summarized the status of Board Committee and management matters as agendized for the month of October. Highlights included a review of various meetings attended and current issues. General Manager Vilander reported that the DSOD annual inspection of the dam tower and spillway has taken

place. Staff is currently working with IRWD on potential grant funding. Director Pharris, Bryant and General Manager Vilander attended a tour of the Baker Treatment Plant hosted by Paul Cook, General Manager of IRWD. General Manager Vilander reported that he has not heard back on the motocross issue. Staff is complying with all mandates recently issued due to Covid-19 restrictions. Information has been received from Hunter Electric regarding the backup generator and revised pricing due to additional work. General Manager Vilander will meet with the Construction Committee to discuss further and bring back to the full Board for discussion. Additionally, General Manager Vilander will follow up on Vice President Mills' additional enquiries relating to this item.

#### FINANCIAL REPORT

Business Manager Roggero presented the financials for the month of October. Domestic water sales as well as to the City of Orange were down. Asterisks will be placed next to capital project replacement funds that are deemed to have a potential higher cost. General Manager Vilander will investigate the required distance between fire hydrants requirement and other related items. Vice President Mills asked if the District had a map depicting fire hydrant placement within the city. Fire hydrant placement and other related items will be agendized at an upcoming meeting to allow for further discussion. Business Manager Roggero commented on the recent meeting held with staff from Fieldman & Rolapp and items discussed. The Board's position relating to reserves established for water purchases were discussed briefly and will be agendized at an upcoming Board meeting to allow for further discussion. It was moved (Director Mills), seconded (Director Bryant), and unanimously carried with Directors Bryant, Reese, Pharris, Mills and Haight voting yes to approve the disbursements in the amount of \$280,563.70.

#### WATER REPORT

Following presentation by General Manager Vilander, it was moved (Director Bryant), seconded (Director Reese), and unanimously carried with Director Haight, Pharris, Mills, Reese, and Bryant voting yes to receive and file the water report. Follow up items related to water banking with OCWD will be discussed with the Construction Committee.

#### PFAS PROGRESS REPORT

General Manager Vilander provided a status report on the PFAS project. General Manager Vilander reported that OCWD has received all the bids, and groundbreaking should occur sometime in December. General Manager Vilander will contact City Manager Steve Franks at the City of Villa Park to apprise him of the project's status.

#### IRVINE LAKE AGREEMENTS

Attorney Jungreis reported that The Irvine Company and Irvine Ranch Water District are still in discussion relating to the agreements. Attorney Jungreis will follow up with General Manager Vilander and the SWD/IRWD Ad-Hoc Committee.

#### REPORT BY PERSONNEL COMMITTEE FOR ANNUAL SALARY REVIEWS

Following discussion led by General Manager Vilander, it was moved (Director Reese), seconded (Director Haight), and unanimously carried with Directors Haight, Pharris, Reese, Bryant and Mills voting yes to approve the Personnel Committee's recommendations for staff as depicted in attachment (up to 5% merit where indicated if within range and up to 2% COLA) and to authorize General Manager to implement up to a 4.1% total increase (for all staff) at his discretion.

#### CORRESPONDENCE

Correspondence was reviewed as agendized.

DIRECTORS COMMENTS AND REPORTS

Director Haight asked Business Manager Roggero to ensure that the appropriate financials are uploaded under the transparency tab of the District website.

ATTORNEY’S REPORT

Attorney Jungreis reported on changes related to the purple tier given the current situation. Attorney Jungreis will report on ADU research at the next Board meeting.

PUBLIC EMPLOYEE PERFORMANCE EVALUATION – GENERAL MANAGER

This item was tabled until the next Board meeting pending additional information being collected.

*It was announced that it would not be necessary for the Board of Directors to enter into closed session.*

RECESS TO CLOSED SESSION

*Conference with real property negotiators  
(Government Code Section 54956.8)*

*Property: Santiago Reservoir (Irvine Lake), adjacent to 4621 Santiago Canyon Road, Silverado Canyon, CA 92676.*

*Agency Negotiator: Jerry Vilander*

*Negotiating Parties: County of Orange*

*Under Negotiation: Price and terms*

*Conference with real property negotiators  
(Government Code Section 54956.8)*

*Property: Storage Rights, Santiago Reservoir (Irvine Lake), adjacent to 4621 Santiago Canyon Road, Silverado Canyon, CA 92676.*

*Agency Negotiator: Jerry Vilander*

*Negotiating Parties: Irvine Ranch Water District*

*Under Negotiation: Price and terms*

*Conference with legal counsel – anticipated litigation - initiation of litigation [Government Code Section 54956.9(d)(4)]: One potential case*

ADJOURNMENT

The meeting was formally adjourned at 11:00 a.m. The next regularly scheduled meeting will be held on Tuesday, December 15, 2020 @ 8:30 a.m. at the District office.

Laura Heflin, Administrative Assistant