

**San Gabriel County Water District  
Regular Meeting of the Board of Directors  
8366 Grand Ave.  
Rosemead, CA 91770**

**October 8, 2019**

**4:00 P.M.**

**AGENDA**

**Call to Order**

**1. Pledge of Allegiance**

- 2. Roll Call**
- |                           |       |
|---------------------------|-------|
| <b>Director Taylor</b>    | _____ |
| <b>Director Chan</b>      | _____ |
| <b>Director Cammarano</b> | _____ |
| <b>Director Cici</b>      | _____ |
| <b>Director DeLaTorre</b> | _____ |

**3. Additions, Re-order and Adoption of the Agenda:**

**Motion:**

**Second:**

**Action:**

**4. Public Comment on Agenda and Non-Agenda items**

**Anyone wishing to discuss items on and not on the agenda may do so at this time**

**5. Minutes of a Regular Meeting of the Board of Directors held on September 24, 2019**

**Motion:**

**Second:**

**Action:**

**6. List of Demands on General Account**

**a. September 2019 Invoices**

**Motion:**

**Second:**

**Action:**

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- 7. District Counsel**
  
- 8. Action Item**
  
- 9. Miscellaneous Information Items**
  
- 10. General Manager Report**
  
- 11. Future Agenda Items**
  
- 12. Director Comments**
  
- 13. Adjournment**

**Motion:**

**Second:**

**Action:**

**Materials related to an item on this agenda submitted after distribution of the agenda packet are available for public review at the District office, located at 8366 Grand Ave., Rosemead, CA 91770.**

**If you have special needs because of a disability which make it difficult for you to access or participate in the meeting, please contact the District Finance & Administration Manager, (626) 287-0341, by at least noon on the Monday preceding the meeting. The District will attempt to make arrangements to accommodate your attendance.**

**MINUTES OF A REGULAR MEETING OF  
THE BOARD OF DIRECTORS OF  
SAN GABRIEL COUNTY WATER DISTRICT  
HELD ON SEPTEMBER 24, 2019**

- CALL TO ORDER** A regular meeting of the Board of Directors of the San Gabriel County Water District was held on Tuesday, September 24, 2019, at 8366 Grand Avenue, Rosemead, California at the hour of 4:00 p.m.
- ROLL CALL** President Taylor; Directors Cammarano, Chan, and Cici; General Manager Prior; Assistant General Manager Feilen; Finance and Administration Manager Corona; and District Counsel Colin O’Neill were present.
- AGENDA** Upon motion by Director Cammarano, and seconded by Director Cici, the Board voted unanimously, 4 – 0, to adopt the agenda for this regular meeting of the Board of Directors held on September 24, 2019.
- PUBLIC COMMENT** Tom Love, General Manager of Upper San Gabriel Valley Municipal Water District was in attendance, and gave a presentation on “The State of the Basin,” providing information on the past, present and future on the Main San Gabriel Basin, as well as information on conservation programs, including the drought resistant plant voucher program.
- MINUTES** Upon motion by Director Chan, and seconded by Director Cammarano, the Board voted unanimously, 4 - 0, to approve the minutes of the regular meeting of the Board of Directors held on September 10, 2019.
- DEMANDS** Upon motion by Director Chan, and seconded by Director Cammarano, the Board voted unanimously, 4 – 0, to approve the electronic transfer of funds from the General Account to the Revolving Account for reimbursement in the amount of \$126,523.02.
- DISTRICT COUNSEL** n/a
- ACTION** Upon motion by Director Chan, and seconded by Director Cammarano, the Board voted unanimously, 4 – 0, to award the contract for the Mainline Replacement Phase 3 project to Doty Bros., in the amount of \$450,143.00.
- Upon motion by Director Cammarano and seconded by Director Cici, the Board voted unanimously, 4 – 0, to authorize staff to solicit proposals for auditing services for the 2019 fiscal year audit.
- Upon motion by Director Chan and seconded by Director Cammarano, the Board voted unanimously, 4 – 0, to hold the annual employee recognition luncheon at the San Gabriel Hilton on December 10, 2019.
- INFORMATION** The August 2019, Banking and Investment Report was received and filed.

The August 2019, Monthly Revenue & Expenditure Report was received and filed.

The August 2019, Water Well Report was received and filed.

**GENERAL  
MANAGER  
COMMENTS**

The General Manager reported that water use is down 13% from the 2013 baseline level, and that people are still conserving water.

The General Manger provided an update on discussions with the San Gabriel City Manager concerning the City water tax issue.

The General Manager reported that Director DeLaTorre had supplied the name of a consultant for compliance with the Americans with Disabilities Act. The fee for the consulting services is \$1,900, within the general manager's discretionary authority, and the Board approved the expenditure.

The General Manager reported that Civiltech prepared specs for the repair of Well No. 11, and that several interested contractors had submitted price quotes for the job.

The General Manager reported that the District's Personnel Manual had been reviewed by an HR Specialist, and certain revisions were recommended.

The General Manager shared an article from AWWA describing Assistant General Manger Feilen recognition for his invention of a temporary sodium hypochlorite tank plug.

**FUTURE  
AGENDA  
ITEMS**

Consider revisions to the District's Personnel Manual, date to be determined.

**DIRECTOR  
COMMENTS**

Director Cammarano described a recent pipe leak she experienced, and the subsequent repair.

**ADJOURNMENT**

Upon motion by Director Taylor, and seconded by Director Chan, the Board voted unanimously, 4 – 0, to adjourn the meeting.

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President

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Secretary

[SEAL]

**EFT-From the General Account for the Revolving Reimbursement**

	<b>Date Paid</b>	<b>Amount Paid</b>
Board of Director's Payroll	9/24/2019	\$445.90
Revolving Reimbursement	9/30/2019	\$26,058.68
	<b>Total Amount to be Reimbursed:</b>	<b>\$26,504.58</b>

Report Criteria:

Report type: Summary  
 Check Type = {<} "Adjustment"  
 Bank Bank number = {=} 3

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
09/19	09/03/2019	11939	11940	Lincoln National Life Insurance Co.	102000	3,075.00
09/19	09/09/2019	11940	13494	Roy H. Chang, DDS	102000	415.00
09/19	09/09/2019	11941	13308	Dmitry Tubis, DDS	102000	1,400.00
09/19	09/10/2019	11942	13529	Eric Chan	102000	92.35
09/19	09/11/2019	11943	12674	U.S. Bank	102000	7,411.86
09/19	09/11/2019	11944	13161	Casey Feilen	102000	141.00
09/19	09/18/2019	11945	11940	Lincoln National Life Insurance Co.	102000	3,075.00
09/19	09/18/2019	11946	10131	Western States Metal Roofing	102000	7,900.00
09/19	09/20/2019	11947	13237	Philip B. Maldonado, DDS	102000	254.00
09/19	09/20/2019	11948	13375	Robin Su, DDS	102000	384.00
09/19	09/20/2019	11949	13458	Vanessa Ho, DDS	102000	293.00
09/19	09/23/2019	11950	13300	Brian W. Snaer, DDS	102000	215.00
09/19	09/24/2019	11951	13529	Eric Chan	102000	92.35
09/19	09/26/2019	11952	10132	Geolinks	102000	758.74
09/19	09/30/2019	11953	10136	Chi-Ling Wang	102000	186.74
09/19	09/30/2019	11954	10134	Peter Poon-Bird	102000	149.67
09/19	09/30/2019	11955	10135	Sonia Kwok	102000	214.97

Grand Totals:

26,058.68