

**MINUTES OF A SPECIAL MEETING OF  
THE BOARD OF DIRECTORS OF  
SAN GABRIEL COUNTY WATER DISTRICT  
HELD ON DECEMBER 12, 2023**

**CALL TO ORDER** A special meeting of the Board of Directors of the San Gabriel County Water District was called to order on Tuesday, December 12, 2023, at 8366 Grand Avenue, Rosemead, California at the hour of 2:05 p.m.

**ROLL CALL** Present at the meeting were General Manager Jim Prior, Carmen Corona, Casey Feilen, Directors Cammarano, Taylor, DeLaTorre, Saucedo and Mamdapurkar and District Counsel Koczanowicz.

**AGENDA** Upon motion by Director Saucedo, seconded by Director Taylor, the Board voted unanimously to adopt the agenda as presented.

**PUBLIC COMMENT** None.

**MINUTES** Upon motion by Director Mamdapurkar, seconded by Director DeLaTorre, the Board voted to approve the minutes for the meeting of the Board of Directors held on November 28, 2023, with a minor correction for start time of the special meeting noticed by Director Taylor. Motion passed 5-0.

**DEMANDS** Director DeLaTorre motioned to authorize payments from the General Account in the amount of \$491,319.72 (chk#22911-22962) and an electronic funds transfer from the General Account to the Revolving Account in the amount of \$30,856.71 (chk#13465-13497). The motion was seconded by Director Taylor. Director Cammarano noted that utility payments fluctuated from month to month in large amounts; Director Mamdapurkar inquired about the payment to Terra Verde for consulting on electric fleet issues; Director Taylor asked about several items including payments for Well 12 profiling, two way radios, consultant for SB606 compliance, paving and transducer purchase. All questions were answered by staff to the Board's satisfaction. Motion passed on a 5-0 vote.

**DISTRICT COUNSEL REPORT** District Counsel briefed the Board on a recent 9<sup>th</sup> Circuit Decision in the matter of Cottonwood vs. Big Sky Water & Sewer District. The Court found that the District did not violate the Clean Water Act as the installation of a "under drain pipe" did not cause transfer of pollutants between meaningfully distinct water bodies, thus not being subject to direct discharge theory from "point source". Additionally, the pollutants were entering the river from the use of treated water for irrigation, again not a direct discharge.

**ACTION ITEMS:** Board received a staff report with a recommendation to declare the vehicle surplus and authorize a sale of Truck #125 for \$14,000. Motion was made

- a. **Consider Sale of Truck #125** by Director Taylor, seconded by Director DeLaTorre and passed unanimously on a roll-call vote.
  
- b. **Consideration of instituting a policy to provide 5 administrative days per year for exempt employees** General Manager briefly presented this item, as a follow up to the discussions during budget adoption. He proposed 5 administrative day be granted annually for the 3 District exempt employees. Director Taylor made a motion to approve, only for the purpose of discussing the item. Director Saucedo seconded. Director Taylor, stating he understood the long hours that exempt staff puts in, could not justify providing additional annual leave, when staff already had 57 days off per year, including Friday off for 9/80 schedule. His concern was that ratepayers would not understand or approve of such policy. Director DeLaTorre agreed. Director Saucedo wondered if 3 administrative days would be acceptable. Director Mamdapurkar had a difficult time making a decision as he understood the reason for the administrative leave and knew that other entities were granting it to their exempt employees. Director Cammarano concurred with Director Taylor. Motion failed on a 0-4-1 vote with Director Mamdapurkar abstaining. Director Saucedo moved to authorize a 3 administrative days policy, motion was seconded by Director Mamdapurkar. Additional discussion ensued. General Manager assured the Board that exempt staff would not be upset or disappointed if the policy was not instituted. He explained that he brought the item forward to give the staff some acknowledgement for the work they are doing "after hours". Motion failed on a 2-3 vote with Directors Mamdapurkar and Saucedo voting in favor.
  
- c. **Approval of General Manager's contract** District Counsel introduced the item. Board provided a very favorable evaluation to Mr. Prior at the last closed session and the new contract was before the Board for approval in an open public meeting. Director Saucedo moved the item with Director DeLaTorre seconding. Director Taylor stated that the new contract and raise was well deserved. Motion passed unanimously.

**MISC INFORMATION**

- a. Receive and File: Board received the Water Well report. Director Cammarano noted that numbers on the Key Well have dropped; Director Taylor noted that Wells 12 and 14 are down when all the other ones are up, staff stated that there was no specific reason and it could be variances in readings, pumping rates etc. Director Mamdapurkar asked about static and pumping readings and possible turbulence.
- b. Board also received notification that District earned ACWA JPIA "President's Special Recognition Award" for an outstanding safety record.

**GENERAL  
MANAGER  
REPORT**

The General Manager reported that City of San Gabriel reported some dry wells; he also reported that due to passage of SB 606 and AB 1368 District will need to monitor usage on a per residence basis. The new law could result in \$500/day fines to the District if on a per household basis, the total water usage exceeds the set limits. Those limits will continue to decrease from 55gpd in upcoming years to a 42gpd in 2028. A consultant has been hired to assist the District in projecting and monitoring the usage by individual residences. Lastly General Manager reported that Terra Verde has been hired by the District to assist in responding to State mandates for electric fleet acquisition.

**DTLA Law Group  
claim**

District Counsel advised the Board that a claim against the District was filed on behalf Ms. Torres Rodriquez for a trip and fall incident. Since the incident did not occur in District service area staff recommended denial. On a motion by Director Saucedo, seconded by Director Taylor Board rejected the claim on a 5-0 vote.

**Cancel December 26,  
2023 meeting**

Board agreed to cancel the next meeting due to Holidays.

**FUTURE  
AGENDA  
ITEMS**

Selection of Property Management firm at 1<sup>st</sup> meeting in January.

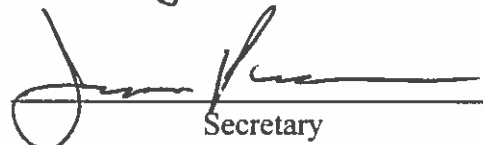
**DIRECTOR  
COMMENTS**

Director Cammarano thanked staff and Directors for a great year and a fun Christmas Luncheon. All of the Directors expressed their appreciation for staff's hard work and wished everyone Merry Christmas and a Happy New Year.

**ADJOURNMENT**

Upon motion by Director Taylor, seconded by Director Saucedo the Board voted unanimously to adjourn the meeting at 3:13 p.m.

  
\_\_\_\_\_  
President

  
\_\_\_\_\_  
Secretary

[SEAL]

Report Criteria:

Report type: Summary  
 Check.Type = (<=>) "Adjustment"  
 Bank.Bank number = (=) 1

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
12/23	12/12/2023	22911	10177	ACC Business	102000	608.66
12/23	12/12/2023	22912	10077	ACWA/JPIA	102000	48,330.21
12/23	12/12/2023	22913	10438	Aleshire & Wynder LLP	102000	4,031.00
12/23	12/12/2023	22914	13751	ALSCO	102000	421.65
12/23	12/12/2023	22915	10310	Applied Technology Group, Inc.	102000	60.00
12/23	12/12/2023	22916	10100	Bearcom	102000	1,241.14
12/23	12/12/2023	22917	10113	Bee Emergency Response Team	102000	145.00
12/23	12/12/2023	22918	13787	Besst, Inc.	102000	8,500.00
12/23	12/12/2023	22919	13694	California American Water	102000	162.83
12/23	12/12/2023	22920	10061	Caselle, Inc.	102000	1,500.00
12/23	12/12/2023	22921	11364	City of San Gabriel	102000	47,457.80
12/23	12/12/2023	22922	12035	Civiltac Engineering, Inc.	102000	2,480.00
12/23	12/12/2023	22923	13470	Coverall North America, Inc.	102000	385.00
12/23	12/12/2023	22924	10276	Cricket Consulting	102000	1,130.97
12/23	12/12/2023	22925	10060	CV Strategies	102000	1,821.25
12/23	12/12/2023	22926	11486	Doty Bros. Construction Co.	102000	9,878.08
12/23	12/12/2023	22927	12959	E.C.C., Inc.	102000	19,965.76
12/23	12/12/2023	22928	10675	Eagle Aerial Solutions	102000	36,840.00
12/23	12/12/2023	22929	10171	EideBailly LLP	102000	294.65
12/23	12/12/2023	22930	13369	Fast Eddie's Trucking	102000	3,380.00
12/23	12/12/2023	22931	13434	Ferguson Enterprises LLC #1350	102000	159.60
12/23	12/12/2023	22932	10120	Fraljo Brothers Inc.	102000	171,561.25
12/23	12/12/2023	22933	10486	Gardens Inc	102000	3,540.00
12/23	12/12/2023	22934	10665	Harbor Truck Bodies, Inc.	102000	20,090.60
12/23	12/12/2023	22935	13538	Highroad Information Technology	102000	6,918.00
12/23	12/12/2023	22936	12202	Home Depot Credit Services	102000	493.54
12/23	12/12/2023	22937	13524	Infosend	102000	2,632.11
12/23	12/12/2023	22938	12499	Interstate Batteries	102000	43.69
12/23	12/12/2023	22939	12169	JHM Supply	102000	457.62
12/23	12/12/2023	22940	10099	Line-X of Pasadena	102000	1,240.85
12/23	12/12/2023	22941	13141	McMaster-Carr Supply Company	102000	262.38
12/23	12/12/2023	22942	10013	Mission Super Hardware	102000	198.56
12/23	12/12/2023	22943	13459	Mutual of Omaha	102000	656.14
12/23	12/12/2023	22944	13386	ODP Business Solutions, LLC	102000	387.20
12/23	12/12/2023	22945	10041	Patton Sales Corp	102000	755.55
12/23	12/12/2023	22946	10112	Pitney Bowes Bank Inc Purchase Power	102000	150.00
12/23	12/12/2023	22947	13319	Pitney Bowes Global Financial	102000	263.27
12/23	12/12/2023	22948	10166	Public Water Agencies Group	102000	963.75
12/23	12/12/2023	22949	11820	Republic Services #902	102000	469.94
12/23	12/12/2023	22950	12478	SC Fuels (Fuelman)	102000	2,402.27
12/23	12/12/2023	22951	13321	Signius Communications	102000	683.61
12/23	12/12/2023	22952	10020	Southern California Gas Co.	102000	61.01
12/23	12/12/2023	22953	13285	State Water Resources Control Board	102000	868.00
12/23	12/12/2023	22954	10039	Sunburst Decorative Rock, Inc.	102000	4,925.92
12/23	12/12/2023	22955	10670	Terraverde Energy LLC	102000	2,950.00
12/23	12/12/2023	22956	13759	Tri County Pump Company	102000	19,596.25
12/23	12/12/2023	22957	12045	Underground Service Alert	102000	120.25
12/23	12/12/2023	22958	13631	W S Pave, Inc.	102000	14,611.00
12/23	12/12/2023	22959	12727	Waterline Technologies, Inc.	102000	3,010.52
12/23	12/12/2023	22960	13221	Western Fence Co.	102000	450.00
12/23	12/12/2023	22961	10022	Western Water Works Supply Co.	102000	41,455.69
12/23	12/12/2023	22962	10447	Xerox Corporation	102000	307.15

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
Grand Totals:						491,319.72

Report Criteria:

Report type: Summary  
Check.Type = (<>) "Adjustment"  
Bank.Bank number = (=) 1

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
11/23	11/06/2023	13465	10594	Amy Tran D.D.S. Inc.	102000	1,547.00
11/23	11/06/2023	13466	10098	Petty Cash Reimbursement	102000	275.04
11/23	11/06/2023	13467	10363	Staples Business Credit	102000	694.12
11/23	11/06/2023	13468	12674	U.S. Bank	102000	4,268.60
11/23	11/08/2023	13469	13277	Hilton Hotel	102000	2,119.01
11/23	11/08/2023	13470	11940	Lincoln National Life Insurance Co.	102000	3,745.00
11/23	11/13/2023	13471	13605	Jlm Jenkins	102000	564.49
11/23	11/13/2023	13472	13494	Roy H. Chang, DDS	102000	320.00
11/23	11/14/2023	13473	10544	Anagh Mamdapurkar	102000	92.35
11/23	11/14/2023	13474	10350	Domingo Saucedo	102000	92.35
11/23	11/16/2023	13475	13605	Jlm Jenkins	102000	2,866.00
11/23	11/21/2023	13476	13366	Anthony Agoblan	102000	165.32
11/23	11/21/2023	13477	13350	L. Andrew Mutch, DDS	102000	425.00
11/23	11/22/2023	13478	11940	Lincoln National Life Insurance Co.	102000	3,395.00
11/23	11/22/2023	13479	10098	Petty Cash Reimbursement	102000	257.07
11/23	11/28/2023	13480	13163	Carlos Cardona	102000	863.49
11/23	11/28/2023	13481	13494	Roy H. Chang, DDS	102000	330.00
11/23	11/28/2023	13482	10453	T-Mobile	102000	353.08
11/23	11/28/2023	13483	10544	Anagh Mamdapurkar	102000	92.35
11/23	11/28/2023	13484	10350	Domingo Saucedo	102000	92.35
11/23	11/30/2023	13485	10667	BBM Valley, LLC	102000	4,005.41
11/23	11/30/2023	13486	10659	David Mejia	102000	41.51
11/23	11/30/2023	13487	10657	Eliberto Gamino	102000	35.01
11/23	11/30/2023	13488	10660	Hsiu-Hui Chu or Lin-Kai Chan	102000	7.22
11/23	11/30/2023	13489	10661	Hung Qui Ma	102000	64.13
11/23	11/30/2023	13490	10662	Jesus Jimenez	102000	62.29
11/23	11/30/2023	13491	13605	Jlm Jenkins	102000	105.00
11/23	11/30/2023	13492	13367	Kent W. Wilson, DDS	102000	1,250.00
11/23	11/30/2023	13493	10664	Lei Liu and Xiao Li Zhang	102000	12.65
11/23	11/30/2023	13494	10663	Ryan James Ly	102000	14.05
11/23	11/30/2023	13495	10658	Tiffany Wang	102000	70.34
11/23	11/30/2023	13496	10668	Vincent T. Ton	102000	1,329.71
11/23	11/30/2023	13497	10666	Yazhen Lei	102000	948.22
<b>Grand Totals:</b>						<b>30,503.16</b>