

MINUTES OF THE REGULAR MEETING
& OF THE
ENGINEERING COMMITTEE MEETING

December 18, 2023

At approximately 8:15 a.m. Director Freshley called the Engineering Committee meeting to order.

Committee Members KAY HAVENS, KATHRYN FRESHLEY, MIKE GASKINS, MARK MONIN, and FRED ADJARIAN participated.

Also participating were DENNIS P. CAFFERTY, General Manager, JUDY CIMORELL, Human Resources Manager, HANNAH FORD, Engineering Manager, GILBERT J. GRANITO, General Counsel, VISHAV SHARMA, CFO, SCOTT HOPKINS, Operations Superintendent, VU CHU, Water Use Efficiency Analyst, (Zoom), VICKI TANIOUS, Senior Accountant / Payroll, (Zoom), RORY HARNISCH, Senior Engineer (arrived 8:21 a.m.), MIKE MIAZGA, IT Manager (arrived 8:24 a.m.), CAROL MOORE, Laguna Woods City Council member (Zoom), and POLLY WELSCH, Recording Secretary.

Consent Calendar

Director Freshley asked for a Motion.

Motion: Vice President Monin made a Motion, seconded by Director Gaskins to approve the Consent Calendar.

Roll Call Vote:

Director Adjarian	aye
Director Gaskins	aye
Director Freshley	aye
Vice President Monin	aye
President Havens	aye

Engineering Action Items

R-6 Reservoir Perimeter Road Repair Project Change Order

Ms. Ford stated that the contractor has completed the original contract work, and the District would like to expand the contractual scope of work to include seal coat of the new asphalt as well as crack repair and seal coat on the existing entrance road from La Glorieta.

Ms. Ford stated that, in addition to the seal coat, the District would like the contractor to install a 138-ft section of berm near the entrance gate to retain soil from drifting on to the perimeter road.

Ms. Ford stated that the V-ditch also needs repair to cracks in order to restore it to its original condition.

Director Freshley asked for a Motion.

Motion: Director Adjarian made a Motion, seconded by Vice President Monin to authorize the General Manager to issue a Change Order to the existing contract with PaveWest, Inc. in the amount of \$54,547.84 for the R-6 Reservoir Perimeter Road Repair Project.

Roll Call Vote:

Director Adjarian	aye
Director Gaskins	aye
Director Freshley	aye
Vice President Monin	aye
President Havens	aye

R-6 Reservoir Floating Cover and Liner Replacement Project Change Orders

Ms. Ford stated that staff anticipates a third change order to close out the project. She further stated that although the change in cost has been deductive, the total cost of the adders exceeds the General Manager's authority.

Director Freshley asked for a Motion.

Motion: Director Gaskins made a Motion, seconded by Vice President Monin to ratify the issuance of Change Order No. 1 and Change Order No. 2 to the existing contract with Layfield USA Corp for the construction of the R-6 Reservoir Floating Cover and Liner Replacement Project.

Roll Call Vote:

Director Adjarian	aye
Director Gaskins	aye
Director Freshley	aye
Vice President Monin	aye
President Havens	aye

Northline Lift Station Coating Project

Mr. Harnisch stated that Northline was rebuilt in 2012 with a new PVC-lined wet well, grinder, pumps, two influent manholes, and additional on-site modifications.

Mr. Harnisch stated that there are areas of liner failure at each of the eight hatches, wet well entrance, and connection to the bypass structure, as well as the bench at the knife gate area and influent manhole invert.

Ms. Moore asked if the use of chemicals could be the cause of the erosion. Ms. Ford replied that naturally occurring gases, such as hydrogen sulfide, in the wet well can cause erosion of the concrete.

Director Freshley asked for a Motion.

Motion: Director Adjarian made a Motion, seconded by Director Gaskins to authorize the General Manager to issue a contract to MC Painting, Inc. in the amount of \$52,640.00 for replacement of damaged PVC liner and repair of corroded concrete in the Northline Lift Station wet well.

Roll Call Vote:

Director Adjarian	aye
Director Gaskins	aye
Director Freshley	aye
Vice President Monin	aye
President Havens	aye

Administrative Office Campus Security Camera Project

Mr. Cafferty stated that this proposal would add five cameras to the Administrative Office campus, as well as replace the existing failed camera at the front gate. He further stated that the new system will allow for 30 days of retention with room for expansion.

A discussion ensued regarding the range of the cameras and the potential to upgrade certain cameras to expand the viewing area. Mr. Cafferty stated that staff will discuss options with the vendor.

Director Freshley asked for a Motion.

Motion: Director Adjarian made a Motion, seconded by Director Gaskins to authorize the General Manager to issue a contract to Convergent in the amount of \$45,395.93 for the installation of a security camera system at the Administrative Office Campus, and to provide for an additional \$15,000.00 of contingency to consider upgrading the camera system.

Roll Call Vote:

Director Adjarian	aye
Director Gaskins	aye
Director Freshley	aye
Vice President Monin	aye
President Havens	aye

At approximately 8:55 a.m. Mr. Miazga left the meeting.

Engineering Information Items

ETWD Operations Report

Mr. Cafferty stated that the Operations Report has added additional data at the Plant on solids handling, treated effluent quality, and the recycled water system.

Capital Projects Status Report

R-6 Reservoir Floating Cover and Liner Replacement Project

Ms. Ford stated that staff continues to monitor water quality following disinfection and fill. She further stated that the trihalomethane (TTHM) concentrations remain elevated above maximum contaminant level (MCL) in the reservoir, but distribution samples are lower.

Ms. Ford stated that carbon tetrachloride is no longer a concern because concentrations have dropped below detection limits.

Mr. Cafferty stated that MET recently completed an inspection of the Allen McCulloch Pipeline (AMP) and they have identified a number of segments of the pipeline with significant numbers of broken wires in the pre-stressed cylinder pipe, and are determining a long-term repair project. He further stated that the planned shutdown of the Diemer Plant could be extended in order to complete these repairs.

New Warehouse

Mr. Harnisch stated that the contractor has finished the concrete slab and the electrical communications bank and a water line are installed. He further stated that the contractor was back on-site Friday and the building is scheduled for delivery this week.

Mr. Harnisch stated that one of the utilities was in the wrong location in the Plans and a Change Order will be negotiated. He further stated that staff is coordinating with AQMD to install their equipment back on site.

Aliso Creek Lift Station Alternatives Analysis

Mr. Harnisch stated that staff and the consultant began development of the Alternatives Analysis Study. He further stated that the consultant conducted a second progress meeting with staff to further review alternatives and flow monitoring.

DAF Unit 2 Retrofit and Rehabilitation

Mr. Harnisch stated that commissioning activities will begin in January for project completion.

Grit Chamber Rehabilitation Project

Mr. Harnisch stated that after the bid period elapsed, staff received no bids. He further stated that the core reasons for contractors not submitting bids were time and workload constraints.

Mr. Harnisch stated that staff plans to restart the bidding process in early February with recommendations to the Board in the same month.

Asset Management

Ms. Ford stated that staff have reviewed the recommendations for capital budgeting that resulted from WRP asset management and is discussing how best to integrate asset management and ongoing maintenance management efforts.

Tertiary Disinfection Optimization Project

Ms. Ford stated that Tracer Testing has begun, and initial results indicate a high baffling factor, which indicates likelihood of obtaining a low concentration times contact time (CT).

System Wide Arc Flash and Coordination Study

Ms. Ford stated that this study is moving forward with most of the shutdowns accomplished except the WRP, which is on hold until the correct ATSS are delivered for installation at the Main Electrical Room. She further stated that staff anticipates receiving initial recommendations in early January for 2024/25 capital budgeting.

WRP Main Electrical Power Breaker

Ms. Ford stated that the breakers have been installed and staff continues to work with the contractor on scheduling delivery of the Automatic Transfer Switches (ATSS) in the first quarter of 2024.

ACWA Fall Conference

Mr. Cafferty stated that staff added this item for the opportunity for the Directors to share information from the ACWA Fall Conference.

Engineering Items Discussed at Various Conferences and Meetings

There were no comments.

Comments Regarding Non-Agenda Engineering Committee Items

There were no comments.

Adjournment

There being no further business, the Engineering Committee meeting was adjourned at approximately 9:42 a.m.

Recess

At approximately 9:42 a.m. the Board took a short recess.

Regular Session

At approximately 9:50 a.m. the Board returned to Regular Session.

Attorney Report

Mr. Granito report that there is a need for a Closed Session today as referenced on todays Closed Session agenda.

Closed Session

At approximately 9:50 a.m. the Board went into Closed Session. Also at this time everyone left the meeting except the Board members, the General Manager, and General Counsel.

Regular Session/Open Report

At approximately 11:15 a.m. the Board returned to Regular Session. Also at this time Ms. Cimorell, and Ms. Welsch returned to the meeting.

Mr. Granito reported that the Board went into Closed Session to discuss all three items of today's Closed Session agenda. During the first phase of the Closed Session the General Manager and General Counsel reported on the status of the Dollar Tree litigation. No reportable action was taken.

Mr. Granito reported that during the second phase of the Closed Session the General Manager led a discussion regarding potential litigation and the status thereof. No reportable action was taken.

Mr. Granito reported that during the third phase of the Closed Session the General Manager left the meeting. Also during this phase, the Board President led a discussion on the General Manager's annual performance evaluation and the Board agreed that an increase was appropriate. Any such action was deferred to Open Session. No reportable action was taken.

General Manager Compensation

President Havens asked for a Motion.

Motion: Vice President Monin made a Motion, seconded by Director Freshley to grant the General Manager a compensation increase consisting of three parts. He further stated that the first part would be an increase of the base annual salary amount by \$7,759; the second part would be a superior performance award of \$37,348; the third component would be an increase in the car allowance of \$1,800 per year.

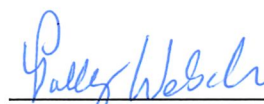
Roll Call Vote:

Director Gaskins	aye
Director Adjarian	aye
Director Freshley	aye
Vice President Monin	aye
President Havens	aye

Adjournment


There being no further business to come before the Board, the meeting was adjourned at 11:18 a.m.

Respectfully submitted,



POLLY WELSCH
Recording Secretary

APPROVED:



KAY HAVENS, President
of the El Toro Water District and the
Board of Directors thereof



DENNIS P. CAFFERTY, Secretary
of the El Toro Water District and the
Board of Directors thereof