



**City of San Bernardino  
Municipal Water Department**

399 Chandler Place  
San Bernardino, CA 92408  
<http://www.sbcitywater.org>

*President Cecilia "Toni"  
Callicott*

**Commissioners**

*Wayne Hendrix  
David Mlynarski  
Rikke Johnson  
Thomas Brickley*

**MINUTES**

FOR THE  
WATER BOARD OF THE CITY OF SAN BERNARDINO

**FEBRUARY 14, 2023**

**CALL TO ORDER**

The Regular Meeting of the Water Board of the City of San Bernardino was called to order by President Toni Callicott at 9:30 AM, Tuesday, February 14, 2023, in-person, via web-conference, and livestream via YouTube.

**ROLL CALL**

<b>Attendee Name</b>	<b>Title</b>	<b>Status</b>	<b>Arrived</b>
Cecilia "Toni" Callicott	President	Present	9:30 AM
Wayne Hendrix	Vice President	Absent	N/A
David Mlynarski	Board Member	Present	9:30 AM
Rikke Johnson	Board Member	Present	9:30 AM
Thomas Brickley	Board Member	Absent	9:30 AM
Miguel Guerrero	General Manager	Present	9:30 AM

- 1. ANNOUNCEMENTS BY THE BOARD:** None.
- 2. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA:** None.
- 3. PUBLIC COMMENTS ON ITEMS LISTED ON THE AGENDA:** None.

**4. CONSENT CALENDAR – ITEMS 4A THROUGH 4F:****A. PAYROLL:**

	<u>Water Fund</u>	<u>Sewer Treatment</u>	<u>Sewer Collections</u>	<u>Total</u>
Claims:304396-304595				
Accounts Payable	\$1,506,161.49	\$962,947.99	\$38,741.38	\$2,507,850.86
Gross Payroll				
01/02/23-				
01/15/23 and	<u>\$654,266.04</u>	<u>\$483,437.48</u>	<u>\$165,051.26</u>	<u>\$1,302,754.77</u>
01/16/23-				
01/29/23				
TOTALS	<u>\$2,160,427.53</u>	<u>\$1,446,385.47</u>	<u>\$203,792.64</u>	<u>\$3,810,605.63</u>

Payroll for the pay period beginning January 30, 2023 through February 12, 2023.

**B. CONTRACTS AND BILLS:** Contracts and bills presented at this meeting.

**C. MINUTES:** January 24, 2022.

**D. EXTENSION OF RESOLUTION NO. 2021-014 - AUTHORIZATION OF REMOTE TELECONFERENCE MEETINGS:** On December 14, 2021, the Water Board approved Resolution No. 2021-014, authorizing remote teleconference meetings of the legislative bodies of the San Bernardino Municipal Water Department.

Section 4 states that “the Water Board may extend the application of this Resolution by motion and majority vote by up to 30 days at a time, provided that it makes all necessary findings consistent with and pursuant to the requirements of Section 54953(e)(3).”

Due to the fluctuation of COVID-19 cases throughout California, it was necessary for the Water Board to continue to meet via teleconference.

**MOTION:** Extend the application of Resolution No. 2021-014, authorizing remote teleconference meetings for an additional thirty (30) days, as submitted.

**E. CLAIMS SETTLEMENTS – QUARTERLY REPORT:** In accordance with Policy 20.090 – Claims Handling, the Environmental and Regulatory Compliance Division prepared the Quarterly Claims Settlements Report detailing all claims processed for the period of October 2022 through December 2022, as submitted.

- F. REPORT ON WATER DEPARTMENT INVESTMENTS – QUARTER ENDING SEPTEMBER 30, 2022:** Staff recommended that the Water Board receive and file the Investment Report for the quarter ending December 31, 2022, as submitted.

**RESULT: APPROVED 4-0 BY ROLL CALL VOTE WITH 1 ABSENT**  
**MOVER:** T. Brickley  
**SECONDER:** R. Johnson  
**ABSTAINED:** N/A  
**ABSENT:** W. Hendrix

## DISCUSSION ITEMS

- 5. RESOLUTION PROCLAIMING AN END TO THE WATER DEPARTMENT COVID-19 STATE OF EMERGENCY:** In March 2020, the City of San Bernardino issued Proclamation No. 2020-01 proclaiming the existence of an emergency across the city. Following the City's proclamation, the Water Board declared a state of emergency on March 17, 2020.

Nearly three years after the Water Board declared a state of emergency, COVID-19 remained a global concern but was now considered at a "transition point" by experts including the World Health Organization.

The Governor announced that California's COVID-19 state of emergency would end on February 28, 2023. With the decrease in severity of the virus and with excellent advances in the development of effective vaccines and drug treatments, staff recommended the Water Board end the Department's COVID-19 state of emergency.

There was no fiscal impact associated with the adoption of this resolution.

**MOTION:** Adopt Resolution No. 2023-001, proclaiming an end to the Water Department's COVID-19 state of emergency.

**RESULT: APPROVED 4-0 BY ROLL CALL VOTE WITH 1 ABSENT**  
**MOVER:** D. Mlynarski  
**SECONDER:** T. Brickley  
**ABSTAINED:** N/A  
**ABSENT:** W. Hendrix

- 6. MEMORANDUM OF UNDERSTANDING REGARDING LAND DESIGNATION OF 796 E. 6<sup>TH</sup> STREET, 3250 HARRISON STREET, AND GLENDENNING WAY PROPERTIES:** The San Bernardino Municipal Water Department owns the property located at 796 East 6<sup>th</sup> Street in San Bernardino. A 2.48-acre portion of the property was leased to the Association for Retarded Citizens, San Bernardino Area (School of Hope) since 1956. In November 2022, the lease ended at the request of the School of Hope.

Because the Water Department had no use for this site, a sale of the property was initially the most beneficial option until the City expressed interest in the property for a future homelessness navigation center. A recent appraisal valued this property at \$1,062,000 assuming that structures were demolished and the site was essentially moonscaped.

In April 2021, the Water Department kicked off a groundwater well siting study to identify new well locations. The study identified several locations across the Department's service area, two of which were City properties not designated for Water Department use. These two City properties were the Glendenning Way property that was approximately 1.8 acres and the 3250 Harrison Street property that was approximately 3.7 acres. Recent appraisals valued the Glendenning Way and Harrison Street properties at \$75,000 and \$330,000, respectively.

Redesignation of land use of the aforementioned properties was proposed to allow the City to utilize the 6<sup>th</sup> Street property for a homelessness navigation center or other use and to allow the Water Department to utilize the Glendenning Way and Harrison Street properties for groundwater wells.

The fiscal impact to the Water Department was \$30,500. Given the value of the properties and the avoided demolition estimated cost of \$687,500 at the 6<sup>th</sup> Street property, a balance of \$30,500 to the City remained.

Commissioner Brickley asked how much land was needed for a well site, and if the Department would have to make improvements to the properties.

General Manager Guerrero stated that although a well site does not need a significant amount of land, the properties that would be acquired by the Department were parcels, and it was decided not to break those parcels into smaller, oddly shaped pieces of land.

General Manager Guerrero stated that the Department would have to make improvements to the properties, but there was room for the Department to set up a staging area for all equipment, which would be secured by fencing, security cameras, etc.

Commissioner Johnson asked the cost of each of the appraisal reports.

General Manager Guerrero stated that each appraisal report was approximately \$5,000.

Commissioner Mlynarski would like to be informed when this item would be presented to the Mayor & City Council.

General Manager Guerrero stated that it was tentatively agendaized for the Mayor & City Council meeting on March 1, 2023, but would inform the Water Board when this date was confirmed.

**MOTION:** Adopt Resolution No. 2023-002, approving the 796 E. 6th Street, 3250 Harrison Street, and Glendenning Way land designations. The General Manager was authorized to execute the Memorandum of Understanding.

**RESULT:** APPROVED 4-0 BY ROLL CALL VOTE WITH 1 ABSENT  
**MOVER:** R. Johnson  
**SECONDER:** T. Brickley  
**ABSTAINED:** N/A  
**ABSENT:** W. Hendrix

7. **APPROVAL OF KENWOOD WELL NO. 1 WELL REHABILITATION BY LEGEND PUMP AND WELL SERVICE, INC.:** Kenwood Well No. 1 experienced a loss of production and efficiency due to what appeared to be equipment wear/failure and needs pumping equipment replacement.

Staff requested rehabilitation proposals for Kenwood Well No. 1 from five (5) prequalified contractors to execute a new slimmer well design and installation new equipment. Three (3) quotations were submitted to SBMWD based on the informal RFP.

Staff recommended approval of this expenditure of \$114,643.00 from existing funds in the 2022/23 Fiscal Year Capital Budget under *Annual R/R - Wells*, with available funding of approximately \$288,000.00.

Commissioner Johnson asked if there would be any other well rehabilitation items in the future.

Director Miller stated that Devil Canyon No. 2 well rehabilitation would be presented at a future Water Board meeting and possibly three (3) more throughout the year.

Director Stewart stated that the WRP division would have RIX facility well rehabilitation items presented to the Water Board in the future.

**MOTION:** Approve the rehabilitation of Kenwood Well No. 1 by Legend Pump and Well Service, Inc., in the amount of \$114,643.00.

**RESULT:** APPROVED 4-0 BY ROLL CALL VOTE WITH 1 ABSENT  
**MOVER:** T. Brickley  
**SECONDER:** R. Johnson  
**ABSTAINED:** N/A  
**ABSENT:** W. Hendrix

**8. REPLACEMENT OF THE RS-1 WASTE ACTIVATED SLUDGE AND SCUM**

**PUMPS:** The RS-1 Pumping Station was constructed in 1958 and was responsible for processing the waste-activated sludge and return-activated sludge as a part of the Unit 1 primary and secondary treatment processes. The system currently used Allis Chalmers centrifugal pumps to convey the process material.

Due to their age, coupled with the continuous need for repairs, the pumps reached the end of their useful life and need to be replaced with new equipment. These new pumps would increase equipment uptime and require less labor to maintain, and the modern mechanical seals would allow for the elimination of a flush water system, which was another cost savings to the Department.

The funding source for this project was the FY 2022/2023 Sewer Fund Capital Project titled Master Plan- WRP Rehab Project NO. 1 (C.O. 00268) with an approved budget of \$500,000 of which sufficient funds remain for this project.

**MOTION:** Approve the issuance of a Purchase Order to Xylem Water Solutions, USA as outlined above on a sole-source basis in the amount of ninety-seven thousand, five hundred fourteen dollars and ninety-one cents (\$97,514.91) for the purchase of three (3) pumps to replace the RS-1 WAS and Scum pumps.

**RESULT: APPROVED 4-0 BY ROLL CALL VOTE WITH 1 ABSENT**

**MOVER:** D. Mlynarski

**SECONDER:** T. Brickley

**ABSTAINED:** N/A

**ABSENT:** W. Hendrix

**9. REPORTS:**

**A. Report of the President – None.**

**B. Report of the Commissioners –** Commissioner Johnson thanked all staff that committed to attending the Day of Prayer at 10:30 a.m., on Sunday, February 26, 2023. The service will be held at Ecclesia Christian Fellowship, located at 1314 E. Date Street, San Bernardino, CA.

Commissioner Johnson stated that this service was for all elected and appointed City leaders, and all staff was welcomed to attend.

**C. Report of the Directors –**

1. Director Miller stated that the Consent Decree was reviewed every five (5) years with the U.S. Environmental Protection Agency (EPA) and this review would begin in March 2023.

Commissioner Brickley asked how long the process was for this review.

Director Miller stated that the final review would be submitted in September 2023.

2. Director Miller congratulated staff for their hard work on the Digester Gas Beneficial Use Program.
3. Deputy General Manager Ohama stated that Devin Arciniega would be attending neighborhood association meetings and other community events throughout the City now that COVID-19 restrictions have been lifted.

**D. Report of the General Manager –**

1. General Manager Guerrero stated that the Recycled Water Ad-Hoc Committee (Committee) was comprised of Valley District, East Valley Water District, the Department, and City of Redlands.

General Manager Guerrero stated that at the January 2023 meeting, the Committee discussed recycled water projects and the plan to recharge most of the water into the basin.

General Manager stated that the quality of water was a major issue and the Regional Board wanted to ensure that there would not be any degradation of the basin.

General Manager Guerrero stated that the treatment levels that were being proposed do not remove total dissolved solids (TDS), which may be an issue with the Regional Board.

General Manager Guerrero stated that the Committee was working with the Regional Board on those issues and that all four (4) agencies would have to work together and commit to addressing any water quality issues that may arise in the future.


General Manager Guerrero stated that the Committee developed an MOU to commit to protecting water quality in the basin and a cost-sharing agreement between all four (4) agencies, which would be presented to the Water Board at the February 28, 2023 regular meeting.

2. General Manager Guerrero informed the Water Board that the International Brotherhood of Electrical Workers (IBEW), Local 47, was voted as the new representative of the General Unit on February 6, 2023.

General Manager Guerrero stated that negotiations with all bargaining units would begin in the coming months due to all MOU agreements expiring on June 30, 2023.

**10. ADJOURNMENT:**

The next regular meeting of the Water Board was scheduled for 9:30 a.m., February 28, 2023 at the Margaret H. Chandler Water Reclamation Plant, located at 399 Chandler Place, San Bernardino, CA, 92408 and via web-conference.

By:   
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Miguel J. Guerrero, P.E.  
General Manager