



**MINUTES**

**REGULAR MEETING OF THE BOARD OF DIRECTORS  
LA PUENTE VALLEY COUNTY WATER DISTRICT  
112 N. FIRST STREET, LA PUENTE, CALIFORNIA  
MONDAY, DECEMBER 11, 2023, AT 4:30 PM**

**1. CALL TO ORDER**

President Hernandez called the meeting to order at 4:30 pm.

**2. PLEDGE OF ALLEGIANCE**

President Hernandez led the Pledge of Allegiance

**3. ROLL CALL OF BOARD OF DIRECTORS**

<b>President Hernandez</b>	<b>Vice President Rojas</b>	<b>Director Argudo</b>	<b>Director Barajas</b>	<b>Director Escalera</b>
Present	Present	Absent	Present	Present

*Director Argudo arrived to the meeting at 5:05 pm.*

**OTHERS PRESENT**

**Staff and Counsel:** General Manager & Board Secretary, Roy Frausto; Customer Service & Accounting Supervisor, Shaunte Maldonado; HR Coordinator/Admin Assistant, Angelina Padilla; Operations & Maintenance Superintendent, Paul Zampiello; Water Treatment & Supply Superintendent, Cesar Ortiz; and District Counsel, James Ciampa was present.

**4. PUBLIC COMMENT**

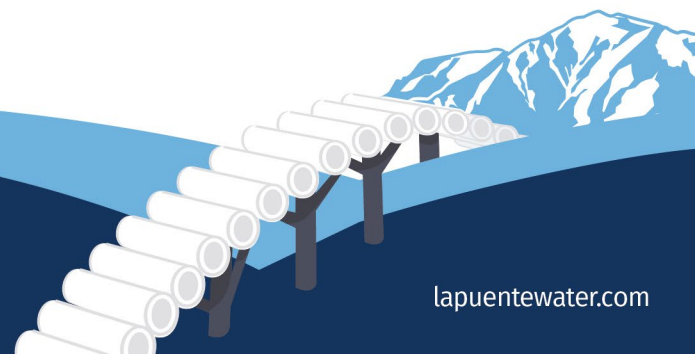
None.

**5. ADOPTION OF AGENDA**

Motion: Adopt Agenda as Presented.

1st: President Hernandez

2nd: Vice President Rojas



	<b>President Hernandez</b>	<b>Vice President Rojas</b>	<b>Director Argudo</b>	<b>Director Barajas</b>	<b>Director Escalera</b>
<b>Vote</b>	Yes	Yes	Absent	Yes	Yes

Motion carried by a vote of: 4 Yes, 0 No, 0 Abstain, 1 Absent

**6. APPROVAL OF CONSENT CALENDAR**

Motion: Adopt Consent Calendar as Presented.

1st: Vice President Rojas

2nd: Director Escalera

	<b>President Hernandez</b>	<b>Vice President Rojas</b>	<b>Director Argudo</b>	<b>Director Barajas</b>	<b>Director Escalera</b>
<b>Vote</b>	Yes	Yes	Absent	Yes	Yes

Motion carried by a vote of: 4 Yes, 0 No, 0 Abstain, 1 Absent

**7. FINANCIAL REPORTS**

**A. Summary of the District’s Cash and Investments as of October 31, 2023.**

Mr. Frausto provided a summary of the balances in each account and was available for any questions.

Motion: Receive and File.

1st: Vice President Rojas

2nd: Director Escalera

	<b>President Hernandez</b>	<b>Vice President Rojas</b>	<b>Director Argudo</b>	<b>Director Barajas</b>	<b>Director Escalera</b>
<b>Vote</b>	Yes	Yes	Absent	Yes	Yes

Motion carried by a vote of: 4 Yes, 0 No, 0 Abstain, 1 Absent

**B. Statement of District’s Revenue and Expenses as of October 31, 2023.**

Ms. Maldonado provided a summary of the Districts Revenue and Expenses and was available for any questions.

Motion: Receive and File.

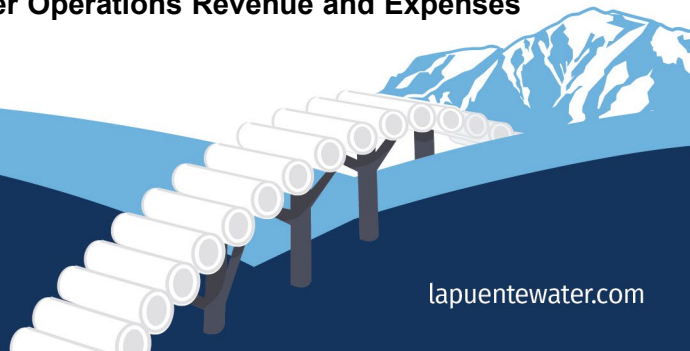
1st: President Hernandez

2nd: Vice President Rojas

	<b>President Hernandez</b>	<b>Vice President Rojas</b>	<b>Director Argudo</b>	<b>Director Barajas</b>	<b>Director Escalera</b>
<b>Vote</b>	Yes	Yes	Absent	Yes	Yes

Motion carried by a vote of: 4 Yes, 0 No, 0 Abstain, 1 Absent

**C. Statement of the Industry Public Utilities Water Operations Revenue and Expenses as of October 31, 2023.**



Ms. Maldonado provided a summary of Industry’s Revenue and Expenses and was available for any questions.

Motion: Receive and File.  
 1st: Director Escalera  
 2nd: Vice President Rojas

	<b>President Hernandez</b>	<b>Vice President Rojas</b>	<b>Director Argudo</b>	<b>Director Barajas</b>	<b>Director Escalera</b>
<b>Vote</b>	Yes	Yes	Absent	Yes	Yes

Motion carried by a vote of: 4 Yes, 0 No, 0 Abstain, 1 Absent

**8. WORKSHOP ON THE 2024 DISTRICT BUDGET**

Mr. Frausto gave a thorough presentation of the 2024 budget to the Board and was available for any questions.

**9. ACTION / DISCUSSION ITEMS**

**A. Consideration to Cancel the December 25, 2023, Regular Board of Directors Meeting.**

Mr. Frausto suggested to the Board that the December 25, 2023, meeting be cancelled due to the Christmas Holiday.

Motion: Cancel the December 25, 2023, Regular Board of Directors Meeting  
 1st: Vice President Rojas  
 2nd: President Hernandez

	<b>President Hernandez</b>	<b>Vice President Rojas</b>	<b>Director Argudo</b>	<b>Director Barajas</b>	<b>Director Escalera</b>
<b>Vote</b>	Yes	Yes	Absent	Yes	Yes

Motion carried by a vote of: 4 Yes, 0 No, 0 Abstain, 1 Absent

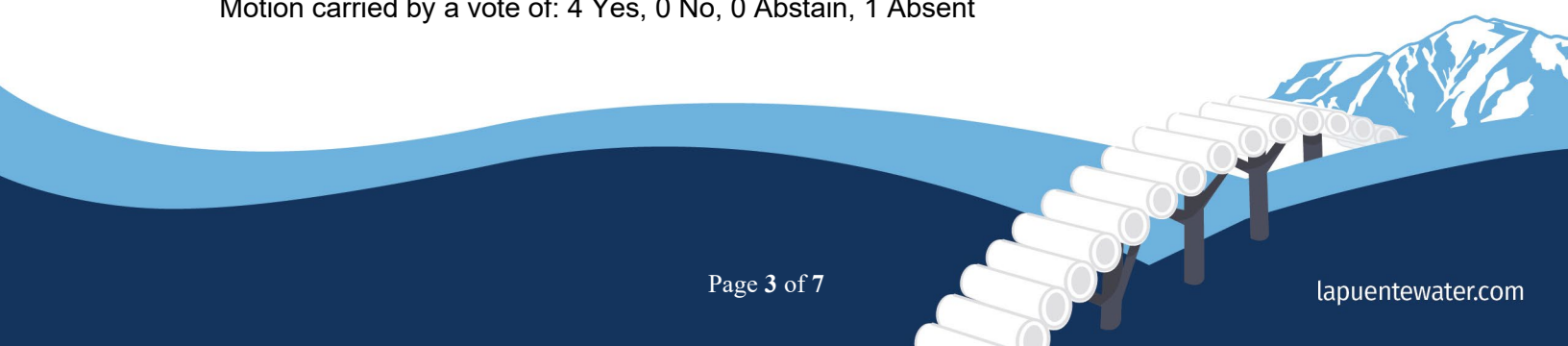
**B. Consideration of Proposal from Carbon Activated for the Replacement of Vapor Phase Carbon at the District’s BPOU Groundwater Treatment Plant**

Mr. Ortiz presented to the Board his staff report on this item and was available to answer any questions.

Motion: Ratify Authorization of the General Manager to Proceed with the Work as Specified in the Proposal from Carbon Activated, Inc.  
 1st: Vice President Rojas  
 2nd: Director Barajas

	<b>President Hernandez</b>	<b>Vice President Rojas</b>	<b>Director Argudo</b>	<b>Director Barajas</b>	<b>Director Escalera</b>
<b>Vote</b>	Yes	Yes	Absent	Yes	Yes

Motion carried by a vote of: 4 Yes, 0 No, 0 Abstain, 1 Absent



**C. Consideration of Annual Cost of Living Adjustment for District Employees for an Effective Date of January 1, 2024.**

Mr. Frausto went over the suggested annual cost of living adjustment.

Motion: Recommendation to approve a 3% COLA Adjustment be applied to all employees' staff salaries.

1st: Vice President Rojas

2nd: Director Barajas

	<b>President Hernandez</b>	<b>Vice President Rojas</b>	<b>Director Argudo</b>	<b>Director Barajas</b>	<b>Director Escalera</b>
<b>Vote</b>	Yes	Yes	Absent	Yes	Yes

Motion carried by a vote of: 4 Yes, 0 No, 0 Abstain, 1 Absent

**D. Review and Approval of the Proposed District Budget for Period Ending December 31, 2024.**

Mr. Frausto summarized the Budget document included in the packet and was available to answer any questions.

Motion: Approve the Proposed District Budget for Period Ending December 31, 2024.

1st: Vice President Rojas

2nd: President Hernandez

	<b>President Hernandez</b>	<b>Vice President Rojas</b>	<b>Director Argudo</b>	<b>Director Barajas</b>	<b>Director Escalera</b>
<b>Vote</b>	Yes	Yes	Abstain	Yes	Yes

Motion carried by a vote of: 4 Yes, 0 No, 1 Abstain, 0 Absent

**E. Approval of the Proposed 2024 Salary Schedule for an Effective Date of January 1, 2024.**

Mr. Frausto went over the proposed salary schedule for 2024 and was available for any questions.

Motion: Approve the Proposed 2024 Salary Schedule

1st: Director Barajas

2nd: Director Argudo

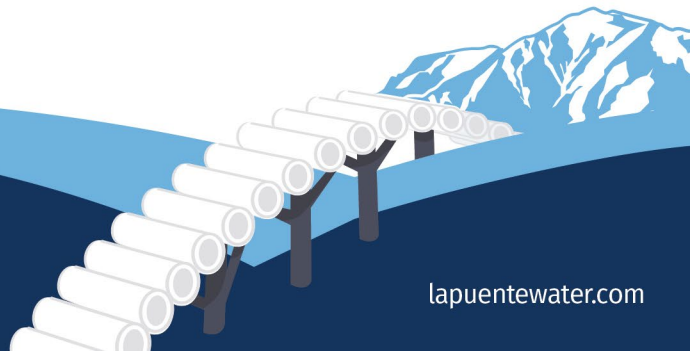
	<b>President Hernandez</b>	<b>Vice President Rojas</b>	<b>Director Argudo</b>	<b>Director Barajas</b>	<b>Director Escalera</b>
<b>Vote</b>	Yes	Yes	Yes	Yes	Yes

Motion carried by a vote of: 5 Yes, 0 No, 0 Abstain, 0 Absent

**F. Consideration of Resolution No. 299, Approving a 9/80 Alternative Workweek.**

Mr. Frausto went over the proposal of switching to an alternative workweek and was available to answer questions. Director Barajas asked a clarifying question regarding the absorption of the four hours and Ms. Padilla was able to clarify.

Motion: Adopt Resolution No. 299



1st: Director Argudo  
 2nd: Director Barajas

	<b>President Hernandez</b>	<b>Vice President Rojas</b>	<b>Director Argudo</b>	<b>Director Barajas</b>	<b>Director Escalera</b>
<b>Vote</b>	Yes	Yes	Yes	Yes	Yes

Motion carried by a vote of: 5 Yes, 0 No, 0 Abstain, 0 Absent

**G. Consideration of Resolution No. 300, Revising the District’s Employee Policies and Procedures Manual.**

Ms. Padilla went over the outline of changes for the employee manual and was available to answer any questions.

Motion: Adopt Resolution No. 300

1st: Director Argudo  
 2nd: President Hernandez

	<b>President Hernandez</b>	<b>Vice President Rojas</b>	<b>Director Argudo</b>	<b>Director Barajas</b>	<b>Director Escalera</b>
<b>Vote</b>	Yes	Yes	Yes	Yes	Yes

Motion carried by a vote of: 5 Yes, 0 No, 0 Abstain, 0 Absent

**H. Consideration of Revising and Approving a new Job Description for the Water Treatment & Supply Superintendent Position.**

Mr. Frausto briefly discussed the revision of Mr. Ortiz's position, transitioning it to a salaried role due to his reduced field presence.

Motion: Approve New Job Description.

1st: Director Argudo  
 2nd: Director Escalera

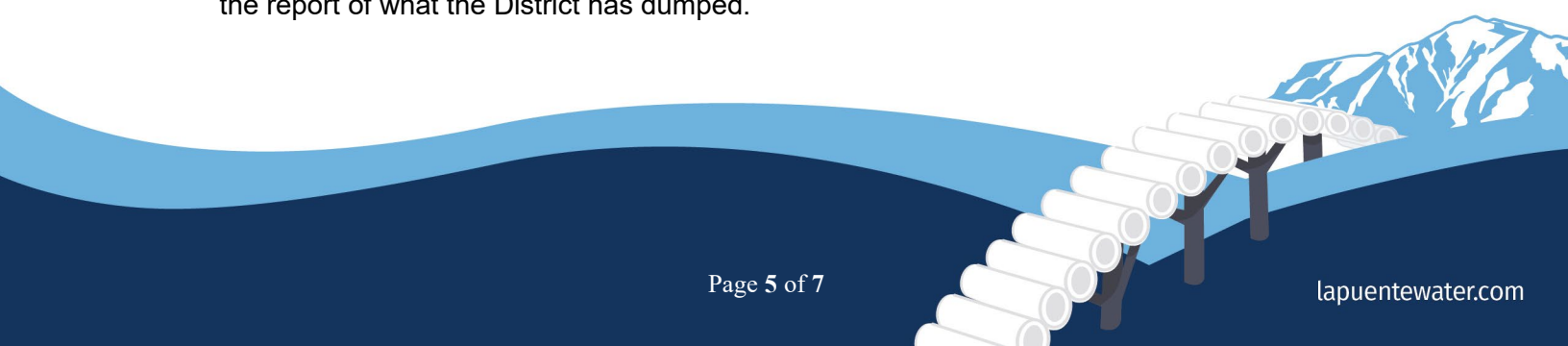
	<b>President Hernandez</b>	<b>Vice President Rojas</b>	<b>Director Argudo</b>	<b>Director Barajas</b>	<b>Director Escalera</b>
<b>Vote</b>	Yes	Yes	Yes	Yes	Yes

Motion carried by a vote of: 5 Yes, 0 No, 0 Abstain, 0 Absent

**I. Consideration of the Sixth Tolling Agreement with the BKK Working Group Regarding Potential Environmental Claims related to the BKK Corporation Landfill Facility.**

Mr. Ciampa went over the tolling agreement and Director Escalera and Director Argudo had questions regarding approving this Sixth Tolling Agreement.

The Directors discussed the different options of either approving or not approving this agreement and Director Argudo asked that Mr. Ciampa ask for an extension, and this be tabled to the next meeting with findings from Mr. Ciampa before moving forward. Director Argudo also asked for the report of what the District has dumped.



Motion: Table Item to the Next Regular Board Meeting.

1st: Vice President Rojas

2nd: Director Argudo

	<b>President Hernandez</b>	<b>Vice President Rojas</b>	<b>Director Argudo</b>	<b>Director Barajas</b>	<b>Director Escalera</b>
<b>Vote</b>	Yes	Yes	Yes	Yes	Yes

Motion carried by a vote of: 5 Yes, 0 No, 0 Abstain, 0 Absent

## 10. OPERATIONS AND MAINTENANCE SUPERINTENDENT'S REPORT

Mr. Zampielo mainly highlighted his field staff on a project they worked on which involved service line replacements and valve replacements.

Motion: Receive and File.

1st: Director Argudo

2nd: Director Escalera

	<b>President Hernandez</b>	<b>Vice President Rojas</b>	<b>Director Argudo</b>	<b>Director Barajas</b>	<b>Director Escalera</b>
<b>Vote</b>	Yes	Yes	Yes	Yes	Yes

Motion carried by a vote of: 5 Yes, 0 No, 0 Abstain, 0 Absent

## 11. TREATMENT AND SUPPLY SUPERINTENDENT'S REPORT

Mr. Ortiz briefly summarized his report and highlighted BPOU and PVOU plant operations.

Motion: Receive and File.

1st: Director Argudo

2nd: President Hernandez

	<b>President Hernandez</b>	<b>Vice President Rojas</b>	<b>Director Argudo</b>	<b>Director Barajas</b>	<b>Director Escalera</b>
<b>Vote</b>	Yes	Yes	Yes	Yes	Yes

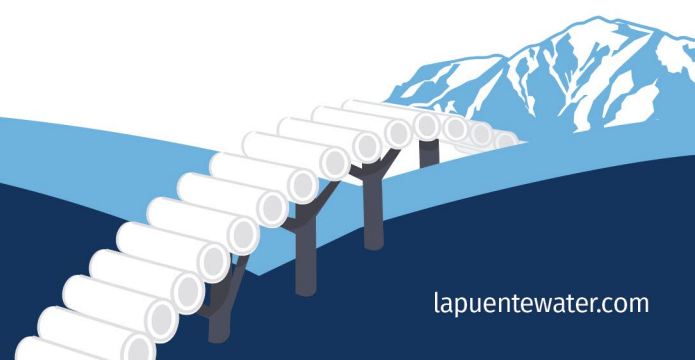
Motion carried by a vote of: 5 Yes, 0 No, 0 Abstain, 0 Absent

## 12. ADMINISTRATIVE REPORT

Ms. Padilla went over some Board items and social media analytics and was available for any questions.

## 13. GENERAL MANAGER'S REPORT

Mr. Frausto provided a summary to the Board on various topics, including Baldwin Park key well, PVOU IZ & SZ budget, and the City of Industry feasibility study. Mr. Frausto also informed the Board of the agreement with Industry for operational services. He also highlighted Director Escalera's 22 years of service with the District.



#### 14. OTHER ITEMS

A. **Upcoming Events.**

No upcoming events at this time.

B. **Information Items.**

Included in the Board Packet.

#### 15. ATTORNEY'S COMMENTS

None.

#### 16. CLOSED SESSION

President Hernandez recessed into closed session at 5:50 pm to discuss the following item:

A. *PUBLIC EMPLOYEE PERFORMANCE EVALUATION.*

*POSITION: GENERAL MANAGER*

#### 17. CLOSED SESSION REPORT

Mr. Ciampa briefed the board and provided the following closed session report; no reportable action taken, nothing to report.

#### 18. BOARD MEMBER COMMENTS

A. **Report on Events Attended.**

None.

B. **Other Comments.**

None.

#### 19. FUTURE AGENDA ITEMS

#### 20. ADJOURNMENT

President Henry P. Hernandez adjourned the meeting at 6:10 pm.

Attest:

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Henry P. Hernandez, Board President

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Roy Frausto, Board Secretary

