



**CITY OF RIALTO  
REGULAR MEETING MINUTES  
UTILITIES COMMISSION  
October 16, 2018- 6:00 P.M.**

The Regular meeting of the Utilities Commission of the City of Rialto was held in the Civic Center Council Chambers located at 150 S. Palm Avenue, Rialto, California 92376, on Tuesday, October 16, 2018.

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This meeting was in accordance with the provision of the **Government Code §54956** of the State of California.

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**CALL TO ORDER**

Chairperson Zrelak-Rickman called the meeting to order at 6:08 P.M.

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**ROLL CALL**

The roll call was taken by the Commission Clerk, Dayan Malfavon.

Present:

Chairperson Barbara Zrelak-Rickman  
Vice-Chairperson June Hayes  
Commissioner Kevin C. Kobbe  
Commissioner James M. Shields  
Student Commissioner Marc Galvan

Absent:

Commissioner Richard "Kim" Chitwood

City staff present:

Tom Crowley, Robert Eisenbeisz, Susanne Wilcox, Amy Crow, and Dayan Malfavon.

Also present:

Art Griffith, Richard Bernard, Cindy Allen, Rolf Ohlemutz, Aaron Kraft, Richard Perna, David Terry, Chandrasekar Venkatraman (CV), and Robert Lee.

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**PLEDGE OF ALLEGIANCE**

Commissioner Shields led the pledge of allegiance.

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**MOMENT OF SILENCE/  
INVOCATION**

Tom Crowley led the Invocation.

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**APPROVAL OF MINUTES-**  
Regular Meeting of September  
18, 2018

- ◆ Commissioner Kobbe moved to approve the minutes for the Regular Meeting of September 18, 2018 as written.
- ◆ Commissioner Shields seconded the motion
- ◆ Motion carried.
- ◆ VOTE: 4 to 0 in favor of approval of the minutes.

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**ORAL COMMUNICATIONS**

- ◆ Chairperson Zrelak-Rickman asked if there were any oral communications from the audience of items not on the agenda. There was none.

## **NEW BUSINESS ITEMS**

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### **ITEM 1-** Monthly Activity Report for City of Rialto Waste Management Services **(RECEIVE AND FILE)**

- ◆ Amy Crow presented the monthly Waste Management Report.
- ◆ Crow reviewed the tonnage, scavenger report, and special collection.
- ◆ Vice-Chairperson Hayes noted the Seeds of Hope flyer referred to “free dump day”, which is no longer available.
- ◆ Crow stated she would correct the flyer.

#### Questions

- ◆ None.

#### Action

- ◆ **The Commission received and accepted the report.**

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### **ITEM 2-** San Bernardino Valley Municipal Water District Quarterly Update Report: Receive and File a Presentation on the “Defend the Drop” Regional Water Conservation Campaign. **(RECEIVE AND FILE)**

- ◆ Tom Crowley reviewed the staff report to the Commission and introduced Cindy Allen and Richard Bernard of ETA.
- ◆ Allen and Bernard reviewed the PowerPoint presentation with the Commission.
- ◆ Vice-Chairperson Hayes commented that San Bernardino Valley Municipal Water District still has funds for water rebates.
- ◆ A discussion ensued regarding conservation efforts from the water agencies that service City of Rialto.

#### Questions

- ◆ None.

#### Action

- ◆ **The Commission received and accepted the report.**

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### **ITEM 3-** Recommend City Council Consider Adoption of the Updated Water and Wastewater Development Impact Fees. **(ACTION)**

- ◆ Tom Crowley reviewed the staff report to the Commission and introduced Art Griffith of FG Solutions.
- ◆ Griffith reviewed the PowerPoint presentation on the Water and Wastewater Development Impact Fee Update.

#### Questions

- ◆ Vice-Chairperson Hayes asked why the West Valley Water District Development Impact Fees are higher than City of Rialto’s fees.

#### Action

- ◆ **Vice-Chairperson Hayes made a motion to recommend the City Council Consider Adoption of the Updated Water and Wastewater Development Impact Fees.**
- ◆ **Commissioner Shields seconded the motion.**
- ◆ **Motion carried.**

- ◆ **VOTE: 4 to 0 in favor of recommendation.**

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**ITEM 4-** Recommend the City Council approve the Wastewater Treatment Plant Digester No. 1 Completion Project in the Amount of \$348,836.  
**(ACTION)**

- ◆ Crowley reviewed the staff report to the Commission.

Questions

- ◆ None.

**Action**

- ◆ **Commissioner Shields made a motion to recommend the City Council approve the Wastewater Treatment Plant Digester No. 1 Completion Project.**
- ◆ **Vice-Chairperson Hayes seconded the motion.**
- ◆ **Motion carried.**
- ◆ **VOTE: 4 to 0 in favor of recommendation.**

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**ITEM 5-** Recommend City Council Receive and File the Water and Sewer Operations Tri-Annual Inspections Review Reports. **(ACTION)**

- ◆ Stephen Dopudja reviewed the PowerPoint presentation on the 2016 Triennial Inspection (TEI) Report Responses.
- ◆ Rolf Ohlemutz thanked Dopudja for the TEI and commented that he will be heavily involved in the next TEI.

Questions

- ◆ None.

**Action**

- ◆ **Vice-Chairperson Hayes made a motion to recommend the City Council Receive and File the Water and Sewer Operations Tri-Annual Inspections Review Reports.**
- ◆ **Commissioner Kobbe seconded the motion.**
- ◆ **Motion carried.**
- ◆ **VOTE: 4 to 0 in favor of recommendation.**

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**ITEM 6-** Veolia's Monthly Maintenance & Operation Report  
**(RECEIVE AND FILE)**

- ◆ Robert Lee reviewed the Customer Service monthly report.
- ◆ Richard Perna reviewed the Wastewater monthly report.
- ◆ Perna provided an update to the Commission regarding the moisture trap that failed due to age.
- ◆ Perna informed the Commission that there was a small digester gas leak and is expecting a report in within a week.
- ◆ Perna informed the Commission of two call outs due to sewer back up that were found to be in the sewer lateral lines.
- ◆ Perna informed the Commission that two long time employees have left for personal reasons.
- ◆ Perna spoke to the Commission about the S1 groundbreaking ceremony.
- ◆ Perna informed the Commission staff will participate in the Great Shakeout Earthquake Drill on Thursday, October 18, 2018 at 10:18 A.M.

- ◆ David Terry reviewed the Water monthly report.
- ◆ Terry informed the Commission that the valve turning exercise operated smoothly.
- ◆ Terry provided an update to the Commission on the school's lead sampling.
- ◆ Crowley informed the Commission that SCE contacted staff to advise them there may be a Public Safety Power Shutoff (PSPS) based upon the winds and high fire risk.
- ◆ Chandrasekar Venkatraman provided updates of the following FIP projects:
  - S1- Wastewater Treatment Plant Improvement project.
  - Baseline Feeder project.
  - Year 5 or the Water Meter Replacement Project.
  - W6- City Well 2 project.

#### Questions

- ◆ Chairperson Zrelak-Rickman asked Lee if it was the age or the dollar value of an account that determined when it is turned over for tax roll.
- ◆ Vice-Chairperson Hayes asked Lee when a base rate is no longer assessed in a vacant home.
- ◆ Commissioner Kobbe asked Terry if he had the total number for the rainfall last Saturday.

#### Action

- ◆ **The Commission received and accepted the report.**

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#### **OLD BUSINESS**

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##### **Item 1-** Previous Discussion Updates

- ◆ Vice-Chairperson Hayes commented that the two sand bags discussed at the last regular Utilities Commission meeting are still out on Acacia Avenue.
- ◆ Wilcox stated she would contact SCE again.

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##### **Item 2-** To Do List

- ◆ The To Do List was reviewed and discussed.

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#### **COMMISSIONER'S REPORT**

- ◆ Vice-Chairperson Hayes commented to the Commission that she and Commissioner Shields would be going to Hemet to tour the wastewater treatment plant with Marshall Locke and extended the invitation to the other Commissioners.

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#### **ADJOURNMENT**

- ◆ Commissioner Shields made a motion to adjourn the meeting.
- ◆ Vice-Chairperson Hayes seconded motion.
- ◆ Motion Carried.
- ◆ Meeting adjourned at 7:55 P.M.