



**CITY OF RIALTO
REGULAR MEETING MINUTES
UTILITIES COMMISSION
December 17, 2019 - 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, December 18, 2019.

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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

Vice Chairperson Hayes called the meeting to order at 6:04 P.M.

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ROLL CALL

The roll call was taken by Commission Clerk, Michele Aguirre.

Present:

Chairperson Barbara Zrelak-Rickman

Vice-Chairperson June Hayes

Commissioner Richard "Kim" Chitwood.

Commissioner Kevin C. Kobbe

Absent:

Commissioner James M. Shields

City Staff Present:

Tom Crowley, Savat Khamphou, Susanne Wilcox, and Amy Crow

Also Present:

Aaron Kraft, David Terry, Chandrasekar Venkatraman (CV), Richard Perna and Robert Lee

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PLEDGE OF ALLEGIANCE

Commissioner Kobbe led the pledge of allegiance.

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**MOMENT OF SILENCE/
INVOCATION**

Commissioner Chitwood led the Invocation.

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APPROVAL OF MINUTES

Regular Meeting of November
19, 2019

- ◆ Vice-Chairperson Hayes moved to approve the minutes for the **Regular Meeting of November 19, 2019 as written.**
- ◆ Commissioner Kobbe seconded the motion.
- ◆ Motion carried.
- ◆ **Vote 4 to 0 in favor of approval of the minutes as written.**

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ORAL COMMUNICATIONS

- ◆ None

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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 special collection reports.
- ◆ Crow provided an update on the Option E Conversion of the Street Lights.

Questions & Comments

- ◆ Regarding the Scavenging Report Commissioner Chitwood asked why there was nothing to report.

Action

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

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- ◆ Thomas Crowley provided an update to the Commission on the item.

Questions & Comments

- ◆ Commissioner Chitwood asked where Pine Avenue was located.
- ◆ Commissioner Chitwood asked who monitors this well, Rialto or Colton.

Action

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

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- ◆ Susanne Wilcox reviewed the staff report and recommendation on this item.

Questions & Comments

- ◆ Commissioner Chitwood asked:
 - Why this was brought to the Commission for consideration when it was already was a done deal.
 - Who would be considered a primary care provider.
 - Crowley provided more explanation on the item.
 - Commented on the 88-day wait period.
 - If it was overkill to have this information in six (6) languages.
- ◆ Commissioner Kobbe clarified that the City has to repeal resolution 7054 and make sure something was in place by February 2020.
- ◆ Regarding the policy decision that needs to be made, Chairperson Zrelak-Rickman asked if that was part of the resolution that was being worked on.
- ◆ Zrelak-Rickman asked if Resolution 5074 was only residential.
- ◆ Vice-Chairperson Hayes encouraged Crowley to review the recommendations for this that the Resolution Committee worked on a couple of years ago and to check with Katie Nickel who took notes at those meetings. She briefly re-emphasized some of the information that was provided from the 1990's.
- ◆ Hayes asked if the law permits the City to know what language a person speaks and just send information that language.
- ◆ Zrelak-Rickman asked if there was room to increase late fees to what the maximum allowable was and asked Wilcox to check on this item.

Action

- ◆ **Vice-Chairperson Hayes moved to recommend the City Council/Rialto Utility Authority approve implementation of changes necessary to comply with California Senate Bill 998, Discontinuation of Residential Water Service: Urban and Community Water Systems and Signed by**

ITEM 3 – Receive and File an
Update on the EPA Source Area
Operable Unit (Combined Remedy
with County/Emhart)
(RECEIVE AND FILE)

ITEM 2 – Recommend the City
Council/Rialto Utility Authority
Approved Implementation of
Changes Necessary to Comply
with California Senate Bill 998,
Discontinuation of Residential
Water Service: Urban and
Community Water Systems and
Signed by the Governor on
September 28, 2018, Including
Repealing Resolution 5074 and the
Adoption of a Revised Resolution
in Compliance with Senate Bill 998.
(ACTION ITEM)

the Governor on September 28, 2018, including repealing Resolution 5074 and adopt a revised resolution in compliance with Senate Bill 998.

- ◆ Commissioner Kobbe seconded the motion.
- ◆ Motion Carried.
- ◆ Vote of 4 to 0 in favor of recommending the City Council/Rialto Utility Authority approve implementation of changes necessary to comply with California Senate Bill 998, Discontinuation of Residential Water Service: Urban and Community Water Systems and Signed by the Governor on September 28, 2018, including repealing Resolution 5074 and adopt a revised resolution in compliance with Senate Bill 998.

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**ITEM 4 – Veolia’s Monthly
Maintenance & Operation
Report
(RECEIVE AND FILE)**

- ◆ Richard Perna reviewed the Monthly Wastewater Operations Report and provided updates on the following items:
 - Facilities in compliance.
 - Five (5) small incidents that occurred during the month.
 - CCTV’d 27.95 miles of sewer.
 - S1 construction transition to the new facility and could possibly cause permit exceedance.
- ◆ David Terry provided an update on the following Monthly Water Operations items:
 - Leak at Sycamore Avenue and Grove Avenue.
 - All regulatory compliances are good.
 - Recent PFAS sampling.
 - 60 valves left to completion of all valves.
 - Flushing completed but will be revising list.
- ◆ Robert Lee provided an update on the following Customer Service & Revenue Operating items:
 - Number of inbound calls received and average length of call.
 - Average wait time amounts
 - Water Consumption and Billing
 - Aging report
 - Recent resignation of an employee.
 - One (1) incident of account error.
- ◆ CV provided an update on the following S1 project items:
 - Now at 75% complete on schedule and about 85% on project scope of work.
 - Canopies.
 - Chlorine dye test.
 - Equipment connection to power and fiber optics testing.
 - Next focus would be on the SCADA.
 - Installation of new pumps and training.
 - Scheduled Fish & Wildlife shut downs on January 15, 2020.

Questions & Comments

- ◆ Regarding the S1 transition, Crowley asked what constituents would be affected.
- ◆ Crowley asked if the TDS could be affected.

- ◆ Commissioner Chitwood requested to also witness a water valve turning.
- ◆ Regarding the Monthly Utilities Consumption Commissioner Chitwood asked why there was so much fluctuation in the numbers.
- ◆ Regarding the CCTV, Vice-Chairperson Hayes asked what percentage of the total cameraing has been finished. She requested that this question be placed on the list until she gets an answer.
- ◆ Regarding the Sycamore Avenue leak, Vice-Chairperson Hayes asked why the area continued to be secured even though the work was completed.
- ◆ Commissioner Chitwood asked what AC and CML stood for.
 - A discussion ensued regarding the materials used for repairs.
- ◆ Regarding the electrical use Chairperson Zrelak-Rickman noted that the use has been increasing and asked if it was expected to continue increasing in the new year.
- ◆ Commissioner Chitwood asked if the sewer revenue decreased.
- ◆ Vice-Chairperson Hayes commented about the length of the billing cycle and discussed the issue brought up by Council Member Baca Jr., in the past, regarding inconsistencies of when bills are due and paid. She expressed a need to have a way to make the monthly billings more consistent for the customers.
 - A discussion ensued regarding this issue.
- ◆ Vice-Chairperson Hayes asked Crowley what he was going to do about this issue.
 - Crowley advised that in order to start looking at this process Veolia needs to provide what is causing the issues of the billing system that is creating the variance and how to prevent the variance from taking place.
 - A discussion ensued regarding this issue and possible suggestions on how to resolve it.
- ◆ Chairperson Zrelak-Rickman asked if there was a fee for maintaining a payment account.
 - A discussion ensued regarding fees.
- ◆ Regarding the Aging Balance, Commissioner Chitwood asked why there was a drastic decrease from June to July.
- ◆ Commissioner Chitwood asked if the FOG Program was discontinued and why.
- ◆ Vice-Chairperson Hayes asked if Rialto Water Services sends requests to their customers asking if they want to provide information for another person to be notified if a bill is not paid.

Action

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

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OLD BUSINESS

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Item 1 – Previous Discussion Updates

- ◆ Chairperson Zrelak-Rickman advised that the Street Light item could be removed.
- ◆ Vice-Chairperson Hayes advised that the PFAS item could be removed.
- ◆ Crowley advised that he was working on the Concession Agreement 101 item.

- ◆ Crowley advised the Commissioners if they were interested in participating in a shut-down to let him know.

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Item 2 – To Do List

- ◆ Nothing new to report.

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UTILITIES MANAGER UPDATES

- ◆ Wished everyone a Merry Christmas.
- ◆ Crowley reported that he and Vice-Chairperson Hayes a Santa Ana Watershed Project Authority meeting and discussed the projects that were submitted for grant funding. He advised that one project was not accepted and the other was accepted for a Planning Grant in the amount of \$277,000.
- ◆ SAWPA Board authorized a Feasibility Study for Weather Modification for Water Supply in the Santa Ana Watershed and provided an explanation of what that was.

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COMMISSIONER'S REPORT

- ◆ Commissioner Kobbe wished everyone a Happy Holidays.
- ◆ Commissioner Chitwood – No Report.
- ◆ Vice-Chairperson Hayes:
 - Asked when the Commission would be getting another student Commissioner
 - Advised that Doug Hedrick, General Manager of Valley District would be retiring as of December 30, 2019 and Heather Dyer has been appointed as his replacement effective December 31, 2019.
- ◆ Chairperson Zrelak-Rickman – No Report

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ADJOURNMENT

- ◆ Commissioner Chitwood made a motion to adjourn the meeting.
- ◆ Vice-Chairperson Hayes seconded motion.
- ◆ Motion Carried.
- ◆ Meeting adjourned at 7:49 P.M.