



**HERITAGE RANCH COMMUNITY SERVICES DISTRICT  
BOARD OF DIRECTORS' REGULAR MEETING**  
*Minutes of August 18, 2022*

**1. 4:00 PM OPEN SESSION / CALL TO ORDER / FLAG SALUTE**

President Cousineau called the meeting to order at 4:00 pm and led the flag salute.

**2. ROLL CALL**

Secretary Gelos called the roll. All Directors were present.

Staff present: General Manager Scott Duffield, Operations Manager Mike Wilcox, District Engineer Doug Groshart and District Counsel Jeff Minnery.

**3. PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA**

Director Capps spoke and handed out information on HAA5s. District customer, Sam Poppen passed his time onto Director Capps.

**4. CONSENT ITEMS**

- a. **Meeting Minutes:** Receive/approve minutes of regular meeting of July 21, 2022.
- b. **Warrant Register:** Receive/approve July 2022 warrants.
- c. **Treasurer's Report:** Receive/file July 2022 Report.
- d. **Fiscal Report:** Receive/file July 2022 status report.
- e. **Office Report:** Receive/file July 2022 report.

There were no public comments.

Director Burgess made a motion to approve all items presented. Director Rowley seconded the motion. The motion passed by the following voice vote:

Ayes: Barker, Burgess, Capps, Cousineau, Rowley

**5. DISCUSSION ITEMS**

- a. **Receive a presentation for the Water Resource Recovery Facility Upgrade project evaluating a package facility versus a site-constructed facility and provide direction to staff.**

Dylan Wade with WSC presented a power-point presentation and answered any questions the Board had.

Sam Poppen, a customer of the District asked President Cousineau who makes the final decision on the cost of the project. President Cousineau deferred the question to Dylan Wade with WSC. Wade said that the decision is ultimately that of the Board, Manager Duffield reiterated this.

Cheryl Fox, member of the public, asked President Cousineau if there were benefits to a Site-Build versus a Package facility, due to the volatility of the current market. President Cousineau deferred the question to Dylan Wade of WSC. Wade said each of them had their own benefits and were quite equal.

The Board's direction to staff was to move forward with a site-constructed facility.

**b. Submittal for approval Resolution 22-11 fixing the employer contribution at an equal amount for employees and annuitants under the Public Employees' Medical and Hospital Care Act.**

Manager Duffield provided a brief summary of the item and answered any questions the Board had.

There were no public comments.

Director Barker made a motion to approve Resolution 22-11 as written. Director Rowley seconded the motion. The motion passed by the following roll call vote:

Ayes: Barker, Burgess, Capps, Cousineau, Rowley

**c. Request to approve the proposed 5-year Capital Improvement Program and provide direction to staff.**

District Engineer Groshart provided a brief summary of the item and answered any questions the Board had.

There were no public comments.

Director Barker made a motion to approve the proposed 5-year Capital Improvement Program with the DBP and SCADA being priority. Director Rowley seconded the motion. The motion passed by the following voice vote:

Ayes: Barker, Burgess, Cousineau, Rowley

Noes: Capps

**d. Request to approve the Water System SCADA project at an estimated cost of \$300,000; authorize a corresponding budget adjustment from reserves; and approve a proposal from SPICE Integration LLC for design and integration of the project and authorize the General Manager to execute a professional services agreement in an amount not to exceed \$100,000.**

Manager Duffield provided a brief summary of the item and answered any questions the Board had.

There were no public comments.

Director Rowley made a motion to approve staff's recommendation. Director Barker seconded the motion. The motion passed by the following roll call vote:

Ayes: Barker, Burgess, Capps, Cousineau, Rowley

**e. Receive and file updates regarding disinfection byproducts.**

Manager Duffield provided a brief summary of the item and answered any questions the Board had.

There were no public comments.

The report was received and filed.

**6. MANAGER REPORT**

Manager Duffield provided a brief summary of the report and answered any questions the Board had.

There were no public comments.

The August 2022 report was received and filed.

**7. DISTRICT ENGINEER REPORT**

District Engineer Groshart provided a brief summary of the report and answered any questions the Board had.

There were no public comments.

The August 2022 report was received and filed.

**8. OPERATIONS MANAGER REPORT**

Operations Manager Wilcox provided a brief summary of the and answered any questions the Board had.

There were no public comments.

The August 2022 report was received and filed.

**9. COMMITTEE AND DIRECTOR REPORTS**

There were no Committee reports.

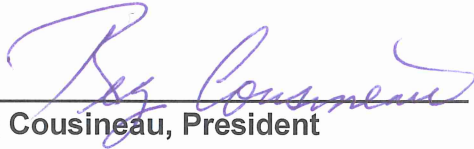
Director Capps reiterated his position on water quality. Director Burgess made a motion to adjourn stating the conversation was no longer productive.

There were no public comments.

**10. ADJOURNMENT**

On a motion by Director Burgess and seconded by Director Barker the meeting adjourned at 6:59 pm to the next scheduled regular meeting on Thursday, September 15, 2022.

**APPROVED:**



**Reg Cousineau, President  
Board of Directors**

**ATTEST:**



**Kristen Gelos, Secretary  
Board of Directors**