

MINUTES OF THE SPECIAL MEETING OF THE  
BOARD OF DIRECTORS OF  
COUNTY SANITATION DISTRICT NO. 14  
HELD AT THE OFFICE OF THE DISTRICT  
VIA TELECONFERENCE

January 21, 2021  
9:30 o'clock, A.M.

Pursuant to the call of the Chairperson and upon written notice of the Secretary setting the time and place of a special meeting and mailed to each Director at least 24 hours before the meeting, a special meeting of the Board of Directors of County Sanitation District No. 14 of Los Angeles County was held at the office of the District via teleconference, 1955 Workman Mill Road, Whittier, California, on January 21, 2021, at 9:30 a.m., for the purpose of:

1. Approve Minutes of Special Meeting Held December 14, 2020
2. Approve November 2020 Expenses in Amount of \$1,468,682.83
3. Authorize Issuance of Purchase Order to Process Wastewater Technologies, LLC, in Amount of Approximately \$522,500 for Volute Dewatering Press at Lancaster Water Reclamation Plant
4. Confirm Determination by Chief Engineer and General Manager of District's Surplus Groundwater Rights for 2021 in Accordance with *Surplus Groundwater Agreement* with City of Lancaster
5. Discussion and Possible Action on Novel Coronavirus (COVID-19) Impacts on Businesses and Districts' COVID-19 and Low Water Rebate Programs

There were present: Steven Hofbauer, Director from Palmdale  
Kathryn Barger, Alternate Director from Los Angeles County  
Marvin Crist, Chairperson pro tem, Alternate Director from Lancaster

Absent: None

Also present: Kimberly S. Christensen, Secretary to the Board  
Brant Dveirin, District Counsel

RE: MINUTES Upon motion of Director Barger, duly seconded and unanimously carried by a roll-call vote, the minutes of the special meeting held December 14, 2020, were approved.

RE: DISTRICT EXPENSES The following expenses for the month of November 2020 were presented and upon motion of Director Barger, duly seconded and unanimously carried by a roll-call vote, were approved:

Local District Expenses:	
Operations & Maintenance (O & M)	\$ 1,115,703.45
Capital	157,754.40
Legal	684.10
Allocated Expenses:	
Joint Administration	89,707.78
Technical Support	103,745.60
Legal	1,087.50
Total Expenses	<u>\$1,468,682.83</u>

RE: WASTEWATER MANAGEMENT  
VOLUTE DEWATERING PRESS AT  
LANCASTER WATER RECLAMATION  
PLANT - AUTHORIZE ISSUANCE OF  
PURCHASE ORDER TO  
WASTEWATER TECHNOLOGIES, LLC

The Chief Engineer and General Manager gave a brief summary of the item. Centrifuges are utilized to dewater solids generated in the wastewater treatment process. The existing centrifuges are obsolete and are costly to operate and maintain. Based on a pilot study conducted in 2019, the Volute Press offered by Process Wastewater Technologies, LLC, is being recommended

for full-scale evaluation as a replacement dewatering technology for the plant. It is anticipated that the District could save approximately \$117,500 annually if all four of the centrifuges are replaced with a total of two Volute Press units. This project will start with the purchase of one unit. This item is consistent with the Districts' Guiding Principles to protect financial and facility assets through prudent investment and maintenance programs, and commitment to operational excellence (protection of public health and the environment, regulatory compliance, and cost effectiveness). A recommendation was made to authorize the Chief Engineer and General Manager, in his capacity as Purchasing Agent, to issue a purchase order to Process Wastewater Technologies, LLC, in the amount of approximately \$522,500 for the *Volute Dewatering Press at Lancaster Water Reclamation Plant*.

In response to Director Hofbauer, the Chief Engineer and General Manager stated that he will keep the Board informed on how the new Volute Press works.

Upon motion of Director Barger, duly seconded and unanimously carried by a roll-call vote, the Purchasing Agent was authorized to issue a purchase order to Process Wastewater Technologies, LLC, for the *Volute Dewatering Press at Lancaster Water Reclamation Plant*, at a cost of approximately \$522,500.

RE: SURPLUS GROUNDWATER RIGHTS  
FOR 2021 IN ACCORDANCE WITH SURPLUS  
GROUNDWATER AGREEMENT BY CHIEF  
ENGINEER AND GENERAL MANAGER  
CITY OF LANCASTER - CONFIRM  
DETERMINATION OF AMOUNT

The Chief Engineer and General Manager gave a brief summary of the item. Under the terms of the *Surplus Groundwater Agreement* (Agreement), which was entered into by the District and City of Lancaster (City) in December 2018, the Board must determine by January 1 of each year the amount of the District's surplus groundwater rights that is available for

potential sale, lease, or transfer during that calendar year. According to the Agreement, if the Board has not determined the amount by January 1, then the Chief Engineer and General Manager shall make that determination. The Chief Engineer and General Manager has determined that the District's surplus groundwater rights for 2021 is 199 acre-feet (AF) and the City Portion is 157 AF based on the number of capacity units in the District's sewerage system that is within the jurisdictional boundaries of the City as indicated in the letter that was attached to the agenda. This item is consistent with the Districts' Guiding Principle of commitment to continual improvement. A recommendation was made to confirm the determination by the Chief Engineer and General Manager of the District's surplus groundwater rights for 2021 in accordance with the *Surplus Groundwater Agreement* with the City of Lancaster.

The Chief Engineer and General Manager stated that the District and the City entered into an agreement where the City can act as a broker if there is additional groundwater to move. The District is required to report how much groundwater is available. The letter that was attached to the agenda confirms to the City Manager that the amount of surplus groundwater for calendar year 2021 is 157 AF.

In response to the Chairperson pro tem, Mr. Ray Tremblay, Facilities Planning Department Head, stated that the total amount of banked unused groundwater is approximately 6,000-7,000 AF, which is regularly reported to the Watermaster.

In response to the Chairperson pro tem, the Chief Engineer and General Manager stated that 157 AF of groundwater does not take away from the potential use of 10 AF approved by the Board for non-profit farming use because there is no current agreement. Potentially, there is 147 AF in total for the City.

In response to Director Hofbauer, the Chief Engineer and General Manager stated that carry-over can be tapped into and banked rights are carried over on a year-to-year basis and available for use.

Mr. Tremblay stated that judgement allows for carryover up to seven more years. After that, the District must enter into a storage agreement with the Watermaster. The District will not lose the carryover water and a storage agreement would allow for future use.

Upon motion of Director Barger, duly seconded and unanimously carried by a roll-call vote, the action of the Chief Engineer and General Manager to determine that the District's surplus groundwater rights for 2021

is 199 acre-feet per year (AFY), and the City's portion is 157 AFY based on the number of capacity units in the District's sewerage system that is within the jurisdictional boundaries of the City of Lancaster in accordance and under the terms of the *Surplus Groundwater Agreement*, was confirmed.

RE: NOVEL CORONAVIRUS IMPACTS  
ON BUSINESSES AND DISTRICT'S  
COVID-19 AND LOW WATER REBATE  
PROGRAMS - DISCUSS

The Chief Engineer and General Manager discussed options for commercial service charge ratepayers impacted by the Novel Coronavirus (COVID-19) related business closures.

He stated that the Board should have received the letter from District Counsel regarding this matter that was proposed at the last meeting. As a result, the Board must review other options. Based on the number of rebates that were received by the District, a total of eight rebates, staff recommends sending notices directly to the property owners and restaurants including restaurant operators who lease from the property owner. The letters will provide information that the District's low water use and COVID-19 rebates are available. There are approximately 400 restaurants in the District. The current total rebate amount utilized is approximately \$75,000, but there could be other restaurants who are still eligible for the rebate. The Districts could directly correspond with the property owners and operators.

In response to the Chairperson pro tem, the Chief Engineer and General Manager stated that the cost for mailing and staff time would be a few thousand dollars.

The Chairperson pro tem stated that he will work with the City of Palmdale and Los Angeles County to send out a joint press release to gain action regarding the rebates.

In response to the Chairperson pro tem, the Chief Engineer and General Manager stated that the District previously issued a press release in the Antelope Valley.

The Chairperson pro tem stated that District No. 20 would be included in the press release. He agreed with sending notifications to the parcel owners and restaurant operators.

Director Hofbauer requested that the notifications be sent to the respective Chief Information Officers (CIOs) to cover all the appropriate outlets including the press, social media, restaurant ad hoc groups, etc. Most restaurant operators he previously met with had no idea about the rebate program.

The Chief Engineer and General Manager stated that staff made a few calls to restaurants for background information. Staff did find it difficult to obtain because many restaurant operators leased property and the service charge is collected on the property tax bill. The press release will help spread the word.

The meeting was adjourned by the Chairperson pro tem in memory of Director Hofbauer's mother.

MARVIN CRIST  
Chairperson pro tem

ATTEST:

KIMBERLY S. CHRISTENSEN  
Secretary/

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