

Bighorn-Desert View Water Agency

**Board of Directors**

Terry Burkhart, President  
Michael McBride, Vice President  
David Larson, Director  
Judy Corl-Lorono, Director  
*Director Vacancy*



Agency Office  
622 S. Jemez Trail  
Yucca Valley, CA 92284-1440

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Marina D West, PG, General Manager  
Lyni Tompkins, Board/Exec. Secretary

A Public Agency

[www.bdvwa.org](http://www.bdvwa.org)

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**BOARD OF DIRECTORS'  
SPECIAL MEETING MINUTES**

BOARD MEETING OFFICE  
1720 N. Cherokee Trail, Landers, CA 92285  
**Thursday, December 8, 2011 - 6:00 p.m.**

**CALL TO ORDER**

Meeting convened by Board President Terry Burkhart at 6:06 p.m.

**PLEDGE OF ALLEGIANCE**

Led by Rebecca Unger.

**ROLL CALL**

Directors Present: Terry Burkhart  
Michael McBride  
Judy Corl-Lorono

Directors Absent: David Larson

Director Vacancy noted.

Staff Present: Marina West  
Lyni Tompkins

**APPROVAL OF AGENDA**

*Motion to approve the agenda.*

MSC<sup>1</sup> (Corl-Lorono/McBride) unanimously approved.

**RESOLUTION NO. 11R-22, EXPRESSING APPRECIATION TO NELL CASEY GARCIA**

General Manager West gave the staff report.

No public comments.

**MOTION NO. 11-067**

*After brief Board discussion, Vice President McBride made a motion to adopt Resolution No. 11R-22, A Resolution of the Board of Directors of the Bighorn-Desert View Water Agency Expressing Appreciation to Nell Casey Garcia. Director Corl-Lorono seconded the motion.*

MSC<sup>1</sup> (McBride/Corl-Lorono) unanimously approved.

**FEDERAL EMERGENCY MANAGEMENT AGENCY GRANT APPLICATION FOR COMPLETION OF HAZARD MITIGATION PLAN**

General Manager West gave the staff report.

Public comments:

Lary Callandar, commented about a reverse 911 system.

**MOTION NO. 11-068**

*After Board discussion, Vice President McBride made a motion to authorize General Manager to coordinate with the Herndon Solutions Group to complete and submit a Federal Emergency Management Agency grant application for completion of a Hazard Mitigation Plan. The motion was seconded by Director Corl-Lorono.*

MSC<sup>1</sup> (McBride/Corl-Lorono) unanimously approved.

**DECLARATION OF VACANCY ON THE BOARD OF DIRECTORS OF BIGHORN-DESERT VIEW WATER AGENCY**

General Manager West gave the staff report.

Public comments:

Lary Callandar, commented about Director-Elect Dossey's resignation and recommended appointing someone to the Board of Directors.

**MOTION NO. 11-069**

*After brief Board discussion, Vice President McBride made a motion to declare a vacancy on the Board of Directors as a result of Director-Elect Dossey's neglect to file his required Oath of Office within the time prescribed per Government Code Section 1770(i). Director Corl-Lorono seconded the motion.*

MSC<sup>1</sup> (McBride/Corl-Lorono) unanimously approved.

**BOARD TO CHOOSE PROCESS FOR FILLING VACANT BOARD OF DIRECTOR SEAT**

General Manager West gave the staff report.

Public comments:

Lary Callandar, questioned time restrictions and costs for appointing or electing a Director.

## MOTION NO. 11-070

After Board discussion, Director Corl-Lorono made a motion to fill the vacancy on the Board of Directors by appointment. The motion was seconded by Vice President McBride.

Board directed staff to use January 5, 2012 as a deadline for applicants to submit their completed "Application for Appointment to the Board of Directors of the Bighorn-Desert View Water Agency" to be considered for nomination for the vacancy. Also the Board would like staff to schedule a special board meeting on January 10, 2012 to consider applications and choose an applicant to fill the Board vacancy.

MSC<sup>1</sup> (Corl-Lorono/McBride) unanimously approved.

## DISBURSEMENTS NOVEMBER 2011

No public comment.

Vice President McBride made a motion to approve the Disbursements (Check Register - Payment of Bills) for November 2011. Director Corl-Lorono seconded the motion.

MSC<sup>1</sup> (McBride/Corl-Lorono) unanimously approved.

## CONSENT ITEMS

- a. Financial Statements November 2011
  1. Balance Sheet
  2. Statement of Revenue and Expense
  3. General Account (Union Bank)
  4. Disbursements
  5. Local Agency Investment Fund Balance Timeline
- b. Consumption & Billing Comparison Report, November 2011
- c. Service Order Report, November 2011
- d. Production Report, November 2011
- e. Special Board Meeting Minutes, November 30, 2011
- f. Revised Progress Report on the Ames/Reche Recharge Facility Project, Todd Engineers, November 2011 - **The Revised copy of this report was handed out at this meeting**

No Public comment.

Director Corl-Lorono made a motion to approve consent items a - f. Vice President McBride seconded the motion.

MSC<sup>1</sup> (Corl-Lorono/McBride) unanimously approved.

## MATTERS REMOVED FROM CONSENT ITEMS

None

**CLOSED SESSION - LIABILITY CLAIM (Gov Code Section 54956.95)**

Claimant: Heidi Saunders.

Claim Against: Bighorn-Desert View Water Agency

Adjourned to closed session at 6:40 p.m. - Reconvened from closed session at 6:56 p.m.

**CLOSED SESSION REPORT**

President Burkhart reported the Board denied this claim.

**PUBLIC COMMENT PERIOD**

No public comment.

**VERBAL REPORTS**

**GENERAL MANAGER'S REPORT**

General Manager West commented a customer demanded the Agency move the rock that has the plaque on it to the main office.

She also reported that Legal Counsel would like to alert the Board that in accordance with the Internal Revenue Service Directors are classified as employees for status of payment of their per diem and will be required to complete IRS Form W-4 in lieu of completing IRS Form W-9. Social Security, Medicare, Federal, and State taxes will be taken out of their per diems. The Board will be paid for their per diems through the Agency's payroll system in lieu of the Agency's accounts payable system and receive a form W2 in lieu of a form 1099 for calendar year 2012. No action will be required from the Board.

**DIRECTORS' REPORT**

Vice President McBride reported on attending the Joshua Basin Water District Board meeting December 7, 2011.

**PRESIDENT'S REPORT**


President Burkhart reported on attending the Mojave Water Agency Technical Advisory Committee meeting December 7, 2011.

**ITEMS FOR NEXT AGENDA**

Update on Reche at the Regular January Board of Directors meeting.  
Reorganize the Board at the Regular Board of Directors Meeting.

**ADJOURNMENT** - President Burkhart adjourned the meeting at 7:05 p.m.

Approved by:

  
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David Larson, Secretary to the Board

MSC<sup>1</sup> – Motion made, seconded, and carried.