

Bighorn-Desert View Water Agency



Board of Directors

Michael McBride, President
Judy Corl-Lorono, Vice President
David Larson, Secretary
Terry Burkhart, Director
J. Dennis Staley, Director

Marina D West, PG, General Manager

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A Public Agency

www.bdvwa.org

BOARD OF DIRECTORS' SPECIAL MEETING MINUTES

BOARD MEETING OFFICE
1720 N. Cherokee Trail, Landers, CA 92285
Tuesday, October 16, 2012 - 6:00 p.m.

CALL TO ORDER

Meeting convened by Board President Michael McBride at 6:00 p.m.

PLEDGE OF ALLEGIANCE

Led by Mike Lipitz.

ROLL CALL

Directors Present: David Larson
Judy Corl-Lorono
Michael McBride
Terry Burkhart
J. Dennis Staley

Staff Present: Marina West
Michelle Corbin

APPROVAL OF AGENDA

Motion to approve the agenda.

MSC¹ (Corl-Lorono/Burkhart) unanimously approved.

REQUEST FOR BILLING ADJUSTMENT "LEAK RELIEF" FROM OWNERS LOCATED AT APN 629-281-42

General Manager West gave a brief staff report.

Mr. and Mrs. Latham addressed the BOD to explain the reasons why they are requesting "Leak Relief".

MOTION NO. 12-071

(After brief Board discussion), Director Larson made a motion to reduce the bill \$200.00 and give the customer payment plan arrangements, interest free for 6 months. Vice President Corl-Lorono seconded the motion.

MSC¹ (Larson/Corl-Lorono) unanimously approved.

SDRMA NO PAID WORKERS' COMPENSATION CLAIMS AND NO PAID PROPERTY/LIABILITY CLAIMS IN 2011-12

President McBride reviewed correspondence from Special Districts Risk Management Authority (SDRMA) acknowledging the efforts of the Agency in No Paid Workers' Compensation and No Paid Property/Liability Claims for 2011-2012. President McBride stated he is proud of the Agency Staff.

No public comment.

No Motion- Information Only

AMES/RECHE GROUNDWATER STORAGE AND RECOVERY PROGRAM – RIGHT OF WAY GRANT CACA-50962, OFFERED BY BUREAU OF LAND MANAGEMENT FOR THE CONSTRUCTION, OPERATION AND MAINTENANCE OF FACILITIES ON FEDERAL LAND

General Manager West gave the staff report. Upon receiving the right-of-way grant she noticed there were some errors. The only significant change reduces the permitted area granted from 17.3 to approximately 7 acres. This change will reduce the cost of the 30 year rent of the Right-of-Way Grant from \$50,104.62 to \$19,994.28. Mojave Water Agency will reimburse the agency for costs incurred to execute the 30 year lease.

Vice President Corl-Lorono questioned the monitoring fees.

President McBride questioned the monitoring program. He wanted to know how often, what test are done, and who do we report to?

GM West responded that the monitoring program was approved by all the entities involved and is very similar to the existing program in place for the Ames Agreement and will be executed by Mojave Water Agency.

No Public Comment

MOTION NO. 12-072

(After brief Board discussion), Director Burkhart made a motion that upon receipt of revised document reflecting reduced project dimensions, authorize General Manager to execute Right-of-Way Grant/Temporary Use Permit, Serial Number CACA-50962 for construction, operation and maintenance of the Ames/Reche Groundwater Recharge Facilities; and Authorize payment of rents for a period of up to 30 years at a cost not to exceed \$20,000. Vice President Corl-Lorono seconded the motion.

MSC¹ (Burkhart/Corl-Lorono) motion carried.

AMENDING THE EMPLOYEE HANDBOOK – DISCUSSION ITEM ONLY

General Manager West gave a brief presentation beginning with a history of the organizational structure since 2008. GM West proposes eliminating the position of Board Secretary/Personnel Administrator and replace with Account Technician/Customer Service Representative I/II/III.

On the water distribution side, West is suggesting that the Agency eliminate the supervisor position and replace all field job descriptions with the proposed Water Distribution Operator I/II/III. The amended handbook also recommends that the range and step scale be modified with each step being reduced from 5% to 2.5%, and steps increased per range from 7 to 11.

After a brief Board discussion the Board concurred with the proposed modifications. The Resolution for adoption will be brought back for formal action by the Board.

No public comment.

No Motion – Discussion Item Only

Adjourned for a Break at 7:05 p.m. - Reconvened from Break at 7:17 p.m.

RESOLUTION 12R-30 – ADOPTING THE WATER INFRASTRUCTURE RESTORATION PROGRAM ADDENDUM NO. 2 IN COMPLIANCE WITH CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA)

General Manager West gave the staff report.

MOTION NO. 12-073

(After brief Board discussion), Vice President Corl-Lorono made a motion to adopt Resolution No. 12R-30 – Adopting the Water Infrastructure Restoration Program: Ames/Reche Groundwater Storage and Recovery Program; and Pipeline Installation/Replacement Project Mitigated Negative Declaration – Addendum Ames/ Reche Groundwater Storage and Recovery Program (Addendum No. 2). Director Burkhart seconded the motion.

Roll Call Vote:

| | |
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| Ayes: | McBride, Corl-Lorono, Larson, Burkhart, Staley |
| Nays: | None |
| Abstain: | None |
| Absent: | None |

MSC¹ (Corl-Lorono/Burkhart) motion carried.

DISBURSEMENTS AUGUST AND SEPTEMBER 2012

No Public Comment.

MOTION NO. 12-074

Vice President Corl-Lorono made a motion to approve the Disbursements (Check Register - Payment of Bills) for August and September 2012. Director Burkhart seconded the motion.

MSC¹ (Corl-Lorono/Burkhart) unanimously approved.

CONSENT ITEMS

- a. Financial Statements August and September 2012
 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, August and September 2012
- c. Service Order Report, August and September 2012
- d. Production Report, August and September 2012
- e. Regular Board Meeting Minutes, August 28, 2012
- f. Special Board Meeting Minutes, September 13, 2012
- g. Consider Authorizing Attendance to the 2012 ACWA Fall Conference and Exhibition December 4-7, 2012 at an estimated cost of \$2304.00 per Director (includes December 3 travel day).
- h. Consider Authorizing Attendance to ACWA Regions 9 and 10 Joint Program, “The Future of California Water: What’s in Store and How to Prepare” October 19, 2012 in Riverside, California at an estimated cost of \$150 per Director.
- i. Approve Final Invoice for Disposal of Asbestos Cement Pipe in the Amount of \$17,273.26 (Increase of \$4,238.26).

- j. Consider Resolution No. 12R-31 Establishing an Agency Injury and Illness Prevention Program (IIPP) recommended by FPREP
- k. Motion to Cancel December 25, 2012 Regular Board of Director Meeting.

No Public comment.

MOTION NO. 12-075

Director Staley made a motion to approve consent items a – k with the exception of items g and j. The motion was seconded by Director Larson.

MSC¹ (Staley/Larson) unanimously approved.

MATTERS REMOVED FROM CONSENT ITEMS

Item g. Consider Authorizing Attendance to the 2012 ACWA Fall Conference and Exhibition December 4 -7, 2012 at an estimated cost of \$2304.00 per Director (includes December 3 travel day).

No Public Comment

MOTION NO. 12-076

(After brief Board discussion), Director Burkhart made a motion to approve consent items g Authorizing Attendance to the 2012 ACWA Fall Conference and Exhibition December 4-7, 2012. The motion was seconded by Director Larson.

MSC¹ (Burkhart/Larson) unanimously approved.

Item j. Consider Resolution No. 12R-31 Establishing an Agency Injury and Illness Prevention Program (IIPP) recommended by FPREP Committee.

No Public Comment

MOTION NO. 12-077

(After brief Board discussion), Director Staley made a motion to Consider Resolution No. 12R-31 establishing an Agency Injury and Illness Prevention Program (IIPP) with specific format changes making the document less personalized. The motion was seconded by Director Burkhart.

MSC¹ (Staley/Burkhart) unanimously approved.

PUBLIC COMMENT PERIOD

No public comment.

VERBAL REPORTS

General Manager West reported that the third quarter sampling of Well 2 and 3 for gross alpha and uranium continues to demonstrate compliance. Also Well 10 sampling for elevated Iron demonstrates compliance and notifications are not required.

Director Staley reported that he had recently attended the Orchid Festival and suggested that in the future the Agency have a water conservation display. He also reported on the Mojave Water Agency Technical Advisory Committee Meeting and the Homestead Valley Community Council Meeting.

Vice President Corl-Lorono reported on the Orchid Festival and the Mojave Water Agency Pipeline Commission Meeting.

Director Burkhart reported on the Morongo Basin Conservation Association Desert Wise Lecture Series.

FUTURE AGENDA ITEMS

No future agenda items.

ADJOURNMENT - President McBride adjourned the meeting at 8:05 p.m.

Approved by:



David Larson, Secretary of the Board

MSC¹ – Motion made, seconded, and carried.