

Bighorn-Desert View Water Agency



Board of Directors

J. Larry Coulombe, President
Michael McBride, Vice President
Judy Corl-Lorono, Secretary
J. Dennis Staley, Director
Terry Burkhardt, Director

Marina D West, PG, General Manager

Agency Office

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A Public Agency

www.bdvwa.org

**Board of Directors'
Regular Meeting Minutes**

Board Meeting Office
1720 N. Cherokee Trail, Landers, CA 92285
Tuesday, September 27, 2016 – 6:00 p.m.

Call to Order

Meeting convened by Board President J. Larry Coulombe at 6:01 p.m.

Pledge of Allegiance

Led by Mark Johannes

Roll Call

Directors Present: J. Larry Coulombe
Michael McBride
Judy Corl-Lorono
J. Dennis Staley
Terry Burkhardt

Staff Present: Marina West

Approval of Agenda

Motion to approve the agenda.

MSC¹ (McBride/Burkhardt) unanimously approved.

Request for Bill Adjustment from Owners Located at Assessor Parcel Number 629-161-03

General Manager West noted the property owner is not present at the Board Meeting. West reviewed all that had transpired related to the water bill the customer is disputing. Staff is recommending no bill relief.

Public comments:

Anonymous stated the property owner must not be too concerned about their request because they are not at the meeting this evening.

Motion No. 16-040

(After brief Board discussion), Director Staley made a motion to reject a billing adjustment for parcel 629-161-03. Director Burkhardt seconded the motion.

Coulombe: Y

McBride: Y

Corl-Lorono: Y

Approved 10-25-2016

Staley: Y
Burkhart: Y

MSC¹ (Staley/Burkhart) unanimously approved.

Workshop- Agency Rules and Regulations for Water Service, Review Articles 1.0 to 4.0, Article 10.0 and 11.0

General Manager West began with a review Article 3.1 and 3.1.1 regarding temporary water service for real estate transactions. West stated the Agency changed Article 3.2 regarding the guarantee deposit for non-bulk accounts. The Agency will no longer refund deposits on active account unless they have at least 12 cycles of good payment history, with no late payments.

West also reviewed Article 3.4 stating customers requesting their meter be tested will be charged the actual cost of testing and any other associated fees including postage.

Directors asked if there are restrictions on the amount of water a customer may use. West discussed the water conservation measures the Agency had adopted.

Other items reviewed include Article 4.0. The Board reviewed the issue of how many homes a single meter may serve. West reviewed Article 10.0 on Tenants, reiterating a property owner is ultimately responsible for their tenant's water bill.

Lastly, West discussed with the Board the limited number of individual bulk meters available. Article 11.3 defines service inactivity and states preference is given to full time residents and therefore the Agency will now reserve the right to close a bulk account due to low water usage or inactivity.

West said she will bring the rest of the Rules and Regulations to the next Board Meeting for review. The final Rules and Regulations will need to be adopted by Ordinance at a later date.

No public comment.

Authorize Lease and Fixed Annual Contract for New Xerox Copier

General Manager West gave a brief report on the Xerox copier and contract. West reviewed the pros and cons of the both the Xerox and Sharp copiers of which the Agency received bids.

Public comment:

Anonymous asked where the copier company was located.

Motion No. 16-041

(After brief Board discussion), Vice President McBride made a motion to authorize General Manager to execute a 60-month lease agreement with Image Source for a Xerox WorkCentre 7835PTXF2 copier at a cost of \$198.15 (+tax) per month and authorize General Manager to execute a concurrent 60-month fixed cost per copy service agreement for maintenance and supplies which is based on actual copies produced and a monthly base maintenance payment of \$50.00 per month. Director Corl-Lorono seconded the motion.

Coulombe: Y
McBride: Y
Corl-Lorono: Y
Staley: Y
Burkhart: Y

MSC¹ (McBride/Corl-Lorono) unanimously approved.

Consent Items – The following items are expected to be routine and non-controversial and will be acted on by the Board at one time without discussion, unless a member of the Public or member of the Board requests that the item be held for discussion or further action.

- a. Financial Statements August 2016
 1. Balance Sheet
 2. Budget Status
- b. Receive and File Bank Reconciliation (AR Disbursements) August 2016
- c. Service Order Report, August 2016
- d. Production Report, August 2016
- e. Goat Mountain Production Report, August 2016
- f. Regular Board Meeting Minutes, August 23, 2016
- g. Receive and File Regular FPREP Committee Meeting Report, May 18, 2016
- h. Receive and File Regular PLEGS Committee Meeting Report, June 21, 2016
- i. Authorize the California Environmental Quality Act Class 1 Categorical Exemption for the CSA 70, W-1 Consolidation and HDWD Interconnection at Existing Bighorn-Desert View Water Agency Facilities required for the Grant Application.

No Public comment.

Motion No. 16-042

Vice President McBride made a motion to approve consent items a - i. The motion was seconded by Director Cori-Lorono.

Coulombe: Y
 McBride: Y
 Cori-Lorono: Y
 Staley: Y
 Burkhart: Y

MSC¹ (McBride/Cori-Lorono) unanimously approved.

Matters Removed From Consent Calendar - No items removed from Consent Calendar.

Public Comment Period – No public comment.

Verbal Reports

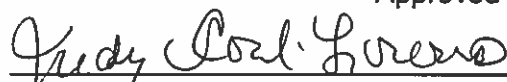
General Manager West reported on the upcoming Orchid Festival to be held at Gubler Orchids, Saturday and Sunday, October 1 and 2, 2016. General Manager West also gave an update on letters pertaining to monies expected from County Special Districts related to the annexation of CSA 70/W-1 to the Agency.

Director Staley reported on the Homestead Valley Community Council Meeting held at the Landers Bellfield Hall on September 19, 2016.

Director Burkhart reported County Planning Services meeting she attended on September 12, 2016 at the Johnson Valley Community Center.

Adjournment – President J. Larry Coulombe adjourned the meeting at 7:29 p.m.

Approved by:


 Judy Cori-Lorono, Secretary of the Board

MSC¹ – Motion made, seconded, and carried.