

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 Burkhart, Director

Marina D West, PG, General Manager

A Public Agency

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Board of Directors' Regular Meeting Minutes

Board Meeting Office
1720 N. Cherokee Trail, Landers, CA 92285
Tuesday, January 24, 2017 – 6:00 p.m.

Call to Order

Meeting convened by Board President J. Larry Coulombe at 6:00 p.m.

Pledge of Allegiance

Led by John Burkhart

Roll Call

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

Staff Present: Marina West
Michelle Corbin

Approval of Agenda

Motion to approve the agenda.

MSC¹ (McBride/Staley) unanimously approved.

Public Hearing: Ordinance 17O-01- An Ordinance of the Bighorn-Desert View Water Agency Updating Rules and Regulations for Water Service of the Bighorn-Desert View Water Agency

General Manager West gave the staff report. West stated the proposed changes to the Agency Rules and Regulations were reviewed during previous Board Meetings in 2016. West also stated that no letters of protest were received. President Coulombe received questions from the Board Members. President Coulombe then opened the public hearing and requested public comment. There were no public comments. President Coulombe closed the public hearing.

Motion No. 17-001

(After brief Board discussion), Vice President McBride made a motion to adopt Ordinance No. 17O-01 – Agency Rules and Regulations for Water Service. Director Staley seconded the motion.

Roll Call Vote:

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

MSC¹ (McBride/Staley) unanimously approved.

Resolutions Modifying Fees and Charges for Miscellaneous Services

General Manager West reviewed the fees and charges within the proposed resolutions. West stated the “unlock fee” cost is not changing. This cost is being restated in order to include it with the pending resolution regarding other fees and charges. Fees remaining the same include the Variance Application Processing Fee, the Non-Sufficient Funds (NSF) Fee and the Service-Line Installation Charge. West also reviewed the Mitigated Fee Act of which these fee types fall under.

No public comment.

Motion No. 17-002

(After brief Board discussion), Director Corl-Lorono made a motion to adopt Resolution No. 17R-01, Modifying Basic Facilities Charge and Restating the Service-Line Installation Charge. The motion was seconded by Director Burkhart.

MSC¹ (Corl-Lorono/Burkhart) unanimously approved.

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

Motion No. 17-003

(After brief Board discussion), Director Corl-Lorono made a motion to adopt Resolution No. 17R-02 Establishing Certain Fees and Charges (Variance Processing Fee, Backflow Test Reminder Letter Fee, Unsecured Liens, Non-Sufficient Funds and Unlock Fee). The motion was seconded by Director Burkhart.

MSC¹ (Corl-Lorono/Burkhart) unanimously approved.

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

Resolution No. 17R-03 Authorizing a Cost-of-Living (COLA) Percentage Adjustment to the Range and Step Scale

General Manager West reported the Finance/Public Relations/Education and Personnel Standing Committee requested the proposed cost-of-living percentage adjustment be brought to the full Board to determine the percentage range of 2.0 to 3.0 percent. West also included the financial impact per year for each increase.

Public comment:

Anonymous inquired as to the number of employees the Agency currently has.

Anonymous stated the types of costs the Agency should be concerned with is the increased Bureau of Land Management Right-of-Way Rents and healthcare costs.

Motion No. 17-004

(After brief Board discussion), Director Corl-Lorono made a motion to adopt Resolution No. 17R-03 Authorizing a 3% Cost-of-Living Percentage Adjustment to the Range and Step Scale (incorporated by reference as Appendix B of the Employee Handbook) and setting the effective date of February 5, 2017. Director Burkhart seconded the motion.

Roll Call Vote:

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

MSC¹ (Corl-Lorono/Burkhart) motion carried.

Standing Committees, Ad Hoc Committees and other Meeting Assignments 2017

General Manager West gave a brief overview of how the standing committees and ad hoc committee members are determined. Director Burkhart stated she felt the positions should be changed to reflect a more even distribution amongst board members. The Directors went through each assignment and determined the following:

Planning/Legislative/Engineering/Grant & Security Committee

Chairperson: Director Corl-Lorono, Member: Director Burkhart, Alternate: Director Staley

Finance/Public Relations/Education & Personnel Committee

Chairperson: Director McBride, Member: Director Coulombe, Alternate: Director Staley

Morongo Basin Pipeline Commission Representative

Member: Director Coulombe and Alternate: Director McBride

Mojave Water Agency Technical Advisory Committee Representative

Member: Director Burkhart and Alternate: Director Coulombe

Alliance for Water Awareness and Conservation (AWAC) Representative

Member: Director Corl-Lorono and Alternate: Director Coulombe

Homestead Valley Community Council

Member: Director Staley and Alternate: Director Coulombe

Solar Ad Hoc Committee

Member: Director McBride and Member: Director Coulombe

MAC Meeting—Joshua Tree

Member: Director Corl-Lorono and Alternate: Director Coulombe

No public comment.

Motion No. 17-005

(After brief Board discussion), Director Corl-Lorono made a motion to approve the Committee and Meeting Assignments as assigned. Vice President McBride seconded the motion.

MSC¹ (Corl-Lorono/McBride) unanimously approved.

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

Adjourned for a Break at 6:49 p.m. - Reconvened from Break at 6:59 p.m.

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 September 2016.
 1. Balance Sheet.
 2. Budget Status.
- b. Receive and File Bank Reconciliation (Check Disbursements) September 2016.
- c. Financial Statements October 2016.
 1. Balance Sheet.
 2. Budget Status.
- d. Receive and File Bank Reconciliation (Check Disbursements) October 2016.
- e. Financial Statements November 2016.
 1. Balance Sheet.
 2. Budget Status.
- f. Receive and File Bank Reconciliation (Check Disbursements) November 2016.
- g. Financial Statements December 2016.
 1. Balance Sheet
 2. Budget Status
- h. Receive and File Bank Reconciliation (Check Disbursements) December 2016.
- i. Unrestricted and Restricted Goat Mtn. Cash Account Summary
- j. Service Order Reports, September, October, November and December 2016
- k. Production Reports, September, October, November and December 2016
- l. Goat Mtn. Production Reports, September, October, November and December 2016
- m. Regular Board Meeting Minutes, October 25, 2016
- n. Special Board Meeting Minutes, October 25, 2016
- o. Receive and File Regular FPREP Committee Meeting Reports, September 21, 2016
- p. Receive and File Special PLEGS Committee Meeting Reports, September 20, 2016

No Public comment.

Motion No. 17-006

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

MSC¹ (Corl-Lorono/McBride) unanimously approved.

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

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 Morongo Basin Conservation Association Annual Meeting which will host a symposium on the topic "What About My Water?". West also reported on new state regulations that require the Agency to test for lead at our local school, Landers Elementary. West also noted the requirement has been put on all water agencies/districts to carry out and pay for the testing of all schools within their service areas.

Lastly West reported on the law that prohibits new building on hauled water, stating it is too soon to report on what Assemblyman Olberholte plans to put forward for changes to this law.

Director Cori-Lorono reported on the Municipal Advisory Council Meeting she attended on January 18, 2017. Director Cori-Lorono also reported on the Local Agency Formation Commission (LAFCO) Governance Training she attended on December 8, 2016. Items discussed included the new laws pertaining to prevailing wage on public works projects.

Director Burkhart reported on the Local Agency Formation Commission (LAFCO) Governance Training she attended on December 8, 2016.

Director Staley reported on the Local Agency Formation Commission (LAFCO) Governance Training he attended on December 8, 2016, the Technical Advisory Committee Meeting he attended on December 15, 2016 and both Homestead Valley Community Council Meetings he also attended on January 16, 2017 and November 21, 2016.

President Coulombe reported on the Local Agency Formation Commission (LAFCO) Governance Training he attended on December 8, 2016. President Coulombe also reported on the Alliance for Water Awareness and Conservation Meeting he attended October 26, 2016.

Adjournment – President J. Larry Coulombe adjourned the meeting at 7:45 p.m.

Approved by:


Judy Cori-Lorono, Secretary of the Board

MSC¹ – Motion made, seconded, and carried.