

Bighorn-Desert View Water Agency



Board of Directors

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

Marina D West, PG, General Manager

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

760/364-2315 Phone
760/364-3412 Fax

A Public Agency

www.bdvwa.org

Board of Directors' Special Meeting Minutes

Board Meeting Office
1720 N. Cherokee Trail, Landers, CA 92285
Tuesday, September 19, 2017 – 6:00 p.m.

Call to Order

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

Pledge of Allegiance

Led by Gary Sturdivan

Roll Call

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

Staff Present: Marina West
 Michelle Corbin

Approval of Agenda

Motion to approve the agenda.

MSC¹ (Corl-Lorono/Staley) unanimously approved.

Hazard Mitigation Plan: Grant Applications and Grant Management

General Manager West gave the staff report beginning with a review of the adopted Hazard Mitigation Plan set to expire in 2019. A portion of the plan identified the need to protect waterlines from erosion caused by severe weather.

The Agency submitted a Notice of Intent to apply for grant funding to update the Hazard Mitigation Plan and funding to begin the process of mitigating damage to water infrastructure.

West also expressed the need for grant management suggesting the agency either outsource this work or handle grant management "in house". West suggested Gary Sturdivan is hired part-time. Mr. Sturdivan would develop and submit the applications for updating the Hazard Mitigation Plan and complete a planning grant for pipeline projects.

Gary Sturdivan further explained the grant and planning process.

Public comments:

Anonymous, commented on Mr. Sturdivan's experience.

Motion No. 17-039

After brief Board discussion, Director Corl-Lorono made a motion authorizing part-time employment with Mr. Gary Sturdivan, Certified Emergency Manager, in a position title of Grant Manager, to develop and submit applications for an update to our Hazard Mitigation Plan and a planning grant for pipeline projects defined in the existing plan; and to authorize an update to the Agency Organizational Chart adding the identified position. Vice President seconded the motion.

MSC¹ (Corl-Lorono/Staley) unanimously approved.

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

Association of California Water Agencies (ACWA) 2017 Fall Conference

President McBride introduced the agenda item. Director Staley asked if the agency has a travel policy. General Manager West stated there are two policies that guide the Agency regarding conference travel. West briefly described the Reimbursement Policy and the Credit Card Policy. Director Staley requested the Board review these policies at a later date.

Public Comment:

Anonymous stated he feels the Board should not approve the item due to cost.

Anonymous asked if the cost includes a hotel room.

Motion No. 17-040

After further Board discussion, Vice President Staley made a motion to not attend the ACWA 2017 Fall Conference and Exhibition November 28 – December 1, 2017 at Anaheim, CA at an estimated total cost of \$2,209.95 per Director. The motion was seconded by Director Burkhart.

President McBride requested a formal roll call vote.

Roll Call Vote:

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

MSC¹ (Staley/Burkhart) 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 July 2017
 - 1. Balance Sheet
 - 2. Budget Status
- b. Receive and File Bank Reconciliation (Check Disbursements) July 2017
- c. Service Order Report, July and August, 2017
- d. Production Reports, July and August, 2017
- e. Goat Mtn. Production Report, July and August, 2017
- f. Special Board Meeting Minutes, July 17, 2017
- g. Regular Board Meeting Minutes, July 25, 2017
- h. Receive and File the Local Agency Formation Commission Resolution No. 3248 A Resolution of the Local Agency Formation Commission for San Bernardino County Making Determinations on LAFCO 3187 – Countywide Service Review for Water (Retail, Wholesale, Recycled).

No Public comment.

Motion No. 17-041

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

MSC¹ (Corl-Lorono/Staley) unanimously approved.

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

Matters Removed From Consent Calendar - None

Public Comment Period

Ron Wheat of Landers commented his displeasure towards the Agency because he would like to have the water meter unlocked at a home he does not own. The Board President and General Manager made arrangements to meet with Mr. Wheat to further discuss his issue.

Anonymous who accompanied Mr. Ron Wheat, commented of the difficulty of finding the Agency Board Room and also her issues with having a topic addressed to the Board on Agenda. President McBride responded the issue must be taken up with staff.

Adjourned for a Break at 6:49 p.m. - Reconvened from Break at 7:00 p.m.

Verbal Reports

General Manager reminded the Board of the upcoming Landers Orchid Festival October 7-8, 2017.

Director Coulombe reported on the San Bernardino Water Conference he attended August 11, 2017.

Director Corl-Lorono reported on the Alliance for Water Awareness Conservation (AWAC) meeting she had attended on July 26, 2017. Director Corl-Lorono also reported on the San Bernardino Water Conference she attended August 11, 2017.

Vice President Staley reported on the August 21, 2017 Homestead Valley Community Council Meeting he attended as well as the August 11, 2017 San Bernardino Water Conference. Director Staley also reported September 11, 2017 Homestead Valley Community Council Meeting.

Director Burkhart reported on the August 11, 2017 San Bernardino Water Conference.

President McBride stated the Agency Reimbursement Policy will be reviewed at the next Finance/Public Relations/Education and Personnel Committee Meeting.

Adjournment – President Michael McBride adjourned the meeting at 7:29 p.m.

Approved by:



Judy Corl-Lorono, Secretary of the Board

MSC¹ – Motion made, seconded, and carried.