

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

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 23, 2018 – 6:00 p.m.

Call to Order

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

Pledge of Allegiance

Led by Mark Johansson

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.

Board to Appoint a President

Director Staley asked why the appointments could not wait until after the November 2018 election. General Manager West explained the Board is directed by its enabling Act (SB 246) which states that the Board shall choose president, vice president and secretary in January of each even numbered year.

Director Corl-Lorono made a motion to nominate Director McBride. Director Staley seconded the motion.

No public comments.

Motion No. 18-001

Director Corl-Lorono made a motion to appoint Director Michael McBride for Board President. Director Staley seconded the motion.

Roll Call Vote:

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

MSC¹ (Corl-Lorono/Staley) unanimously approved.

Board to Appoint Vice President

Director Burkhart made a motion to nominate Director Corl-Lorono. Director Staley seconded the motion.

No public comment.

Motion No. 18-002

Director Burkhart made a motion to appoint Director Corl-Lorono for Board Vice President. The motion was seconded by Director Staley.

Roll Call Vote:

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

MSC¹ (Burkhart/Staley) unanimously approved.

Board to Appoint a Secretary

Director Staley made a motion to nominate Director Burkhart. Director Corl-Lorono seconded the nomination.

No public comment.

Motion No. 18-003

Director Staley made a motion to appoint Director Burkhart for Board Secretary. Director Corl-Lorono seconded the motion.

Roll Call Vote:

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

MSC¹ (Staley/Corl-Lorono) motion carried.

Consider joining the Association of the San Bernardino County Special Districts

President McBride began by stating the Agency would benefit from joining the Association of San Bernardino County Special Districts. The Board discussed rotating the attendance. General Manager West further explained where and how often the meetings are held.

No public comment.

Motion No. 18-004

Director Corl-Lorono made a motion to join the Association of the San Bernardino County Special Districts, A Local Chapter of the California Special Districts Association (CSDA). Director Staley seconded the motion.

MSC¹ (Corl-Lorono/Staley) unanimously approved.

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

Director Compensation List – Exhibit “A” of the Policy for Reimbursement of Actual and Necessary Expenses

General Manager West reviewed the proposed Directors’ Compensation List. West explained the Finance/Public Relations/Education and Personnel (FPREP) Committee reviewed the “meetings” historically attended by the Agency Board members. The FPREP Committee discussed the value of the meetings generally assigned to the Board each year and is recommending the Board replace the Municipal Advisory Council (MAC) and Homestead Valley Community Council (HVCC) meetings with attendance to the Association of San Bernardino Special Districts and the Mojave Water Agency Board of Directors Meetings.

Director Staley stated the Homestead Valley Community Council (HVCC) should remain on the list of approved meetings. The Directors discussed rotating the attendance to the HVCC meetings.

No public comment.

Motion No. 18-005

Director Staley made a motion to adopt Resolution 18R-01 Directors Compensation List with the addition of the Homestead Valley Community Council Meetings which will rotate attendance. The motion was seconded by Director Corl-Lorono.

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

MSC¹ (Staley/Corl-Lorono)

Award of Professional Services Contract – Audit Services

General Manager West gave the staff report. West stated the Agency has been with its current auditor for several years and is recommending the Agency contract with a new auditor. The Agency reached out to six firms for solicitation. West stated any of the six would have been fine as it pertains to professionalism. Of the six selected for solicitation, four bids were received. The company selected, Fedak & Brown LLP is \$10K less than what the Agency paid for fiscal year 2016-2017 auditing services.

No public comment.

Motion No. 18-006

Director Corl-Lorono made a motion to authorize General Manager to enter into a Professional Services Agreement with Fedak & Brown LLP for Financial Auditing Services for Fiscal Years Ending June 30, 2018 through June 30, 2022 at a first year cost of \$18,350. Director Burkhart seconded the motion.

MSC¹ (Corl-Lorono/Burkhart) unanimously approved.

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

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 November 2017
 - 1. Balance Sheet
 - 2. Budget Status
- b. Receive and File Disbursements November 2017
- c. Financial Statements December 2017
 - 1. Balance Sheet
 - 2. Budget Status
- d. Receive and File Disbursements December 2017
- e. Service Order Report, November and December 2017
- f. Production Report, November and December 2017
- g. Goat Mtn. Production Report, November and December 2017
- h. Special Board Meeting Minutes, December 12, 2017
- i. Receive and File Regular FPREP Committee Meeting Reports, November 15, 2017
- j. Receive and File Regular PLEGS Committee Meeting Reports, September 12, 2017
- k. Authorize Board Member(s) to attend the Fraud Detection and Prevention for Local Government Agencies hosted by the Local Agency Formation Commission of San Bernardino. Program to be held March 28, 2018 at Apple Valley, CA at an approximate cost of \$186.00 per Director.

No Public comment.

Motion No. 18-007

Director Burkhart made a motion to approve consent items a - k. The motion was seconded by Vice President Staley.

MSC¹ (Burkhart/Staley) unanimously approved.

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

Matters Removed From Consent Calendar - None

Public Comment Period - None

Verbal Reports

General Manager West reported the Morongo Basin Conservation Association is hosting a lecture on permaculture, February 10, 2018.

West also mentioned the Agency is co-hosting a lecture on the "Hide and Seek River" March 15, 2018 at the High Desert Nature Museum.

Lastly West reported on various maintenance projects including a recent pipeline project on "Lookout Road" which is complete and will be under budget.

Director Staley reported on the Homestead Valley Community Council meeting he attended January 15, 2018.

Director Corl-Lorono reported on the Alliance for Water Awareness and Conservation (AWAC) meeting she attended October 25, 2017.

Adjournment – President Michael McBride adjourned the meeting at 7:00 p.m.

Approved by:


Judy Corl-Lorono, Secretary of the Board

MSC¹ – Motion made, seconded, and carried.