

Bighorn-Desert View Water Agency



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

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

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

Marina D West, PG, General Manager

A Public Agency

[www.bdvwa.org](http://www.bdvwa.org)

**Board of Directors'  
Regular Meeting Minutes**

Board Meeting Office  
1720 N. Cherokee Trail, Landers, CA 92285  
Tuesday, March 27, 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 Johannes

**Roll Call**

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

Staff Present: Marina West

**Approval of Agenda**

*Motion to approve the agenda.*

MSC<sup>1</sup> (Coulombe/Staley) unanimously approved.

**Request for Billing Adjustment For Private Side Tampering Charges**

Board considered written request by property owner requesting bill adjustment of \$90.06 for repairs to meter service facility due to tampering on customer side.

General Manager West explained that customer has vacant home in Flamingo Heights and that during our routine meter reads it was noticed that someone had tampered with the meter and was using water. Field Staff alerted office and customer. The meter has been pulled to avoid future tampering and will be re-installed at no charge when the customer is ready to use water. Customer account was charged for the water used as well as the repair of the meter. Customer requested waiver of repair charge and was advised that our policy is to not do so, however, he was advised that he could appeal to the Board of Directors for a waiver.

Unanimous members of the public commented that the waiver should not be granted.

Motion 18-014

Secretary Burkhart made a motion to not waive the bill adjustment of \$90.06 for repairs to meter service facility due to tampering on the customer side. Vice President Corl-Lorono seconded the motion.

MSC<sup>1</sup> (Burkhart/Corl-Lorono) unanimously approved.

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

**Policy for Reimbursement of Actual and Necessary Expenses for Board Members**

Board considered approval of Resolution 18R-XX, which establishes a Policy for Reimbursement of Actual and Necessary Expenses for Board Members.

Anonymous Public Comment questioned reimbursement traffic citations. General Manger West clarified that the wording is actually non-reimbursable

Motion No. 18-015

*Vice President Corl-Lorono made a motion to adopt Resolution 18R-XX, which establishes a Policy for Reimbursement of Actual and Necessary Expenses for Board Members. The motion was seconded by Secretary Burkhart.*

MSC<sup>1</sup> (Corl-Lorono/Burkhart) unanimously approved.

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

**Chapter 8 Sale of Tax-Defaulted Property**

Board considered authorization of the purchase of Chapter 8 Sale of Tax-Defaulted Property. Properties of Interest to Bighorn-Desert View Water Agency are APN: 629-021-59 and 631-041-25.

General Manager West explained where these properties are and that the acquisition by the Agency would assist in the planned improvements in our Prop. 1 Grant and money from same would be used; total estimated at \$10,000.

Anonymous Public Comment asked if the neighboring property owners would have a say in the building of anything new on these properties. General Manager West replied that the CEQA process would involve residents who would have an opportunity to comment on the planned improvements.

Motion No. 18-016

*Director Coulombe made a motion to authorize staff to begin the acquisition process for the Agency on Tax defaulted Property, APN 629-021-59 and 631-041-25. The motion was seconded by Vice President Corl-Lorono.*

MSC<sup>1</sup> (Coulombe/Corl-Lorono) unanimously approved.

McBride: Y  
Corl-Lorono: Y

Burkhart: Y  
Staley: Y  
Coulombe: Y

**Review 2018 Social Security Cost-of-Living Adjustment and Recommend Adjustment for All Regular Employees and General Manager.**

Board to consider approval of Resolution No. 18R-XX, Authorizing a 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 any such adjustment.

General Manager West reported that the Social Security Cost-of-Living Adjustment for 2018 is 2%. The Finance Committee met on March 21, 2018 and recommends the board approve a 3% COLA for all staff and a 2% COLA for the General Manager.

Anonymous Public Comment stated that we should be competitive with the market place to enable us to retain our loyal employees.

**Motion No. 18-017**

*Vice President Corl-Lorono made a motion to approve Resolution 18R-XX authorizing a Cost of Living Adjustment of 3% for all Staff and 2% for the General Manager. Secretary Burkhart seconded the motion.*

MSC<sup>1</sup> (Corl-Lorono/Burkhart) unanimously approved.

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

**Fiscal Year 2017/18 Budget Adjustment for Director Corl-Lorono to Attend California Rural Water Association Conference April 24-26, 2018**

The Board considered a Fiscal Year 2017/18 Budget Adjustment in the Amount of \$1,200 for Vice President Corl-Lorono to Attend California Rural Water Association Conference April 24-26, 2018.

Vice President Corl-Lorono has a budget deficit that will not allow reimbursement of her attendance at this conference. The Board discussed the pros and cons at length.

An Anonymous Public Comment queried if any member of the board has attended this conference before and that we should have representation. Another mentioned that if this conference turns out to be worthwhile, perhaps we should include attendance for more board members in next year's budget.

**Motion No. 18-018**

*Secretary Burkhart made a motion to approve a Fiscal Year 2017/18 Budget Adjustment in the Amount of \$1,200 for Vice President Corl-Lorono to Attend California Rural Water Association Conference April 24-26, 2018. Vice President Corl-Lorono seconded the motion.*

MSC<sup>1</sup> (Burkhart/Corl-Lorono) approved (4/1)

McBride: Y  
Staley : N

Corl-Lorono: Y  
Burkhart: Y  
Coulombe: Y

**Board to decide on Date Change for April Board of Directors' Meeting**

Board to consider changing the next meeting date from Tuesday, April 24<sup>th</sup> to Tuesday, May 1<sup>st</sup>. Due to scheduling conflict with Directors' attendance at the California Rural Water Association Education and Exhibitor Expo.

No Public Comment

**Motion No. 18-019**

*Secretary Burkhart made a motion to approve changing the next meeting date from Tuesday, April 24<sup>th</sup> to Tuesday, May 1<sup>st</sup>. Due to scheduling conflict with Directors' attendance at the California Rural Water Association Education and Exhibitor Expo. Vice President Corl-Lorono seconded the motion.*

MSC<sup>1</sup> (Burkhart/Corl-Lorono) 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 February, 2018
  - 1. Balance Sheet
  - 2. Budget Status
- b. Receive and File Disbursements February, 2018
- c. Service Order Report, February, 2018
- d. Production Report, February, 2018
- e. Goat Mtn. Production Report, February, 2018

No Public comment.

**Motion No. 18-020**

*Secretary Burkhart made a motion to approve consent items a - e The motion was seconded by Vice President Corl-Lorono.*

MSC<sup>1</sup> (Burkhart/Corl-Lorono) unanimously approved.

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

**Matters Removed From Consent Calendar- None**

**Adjourned for a break at 6:59 pm – Reconvened from Break at 7:04 pm**

**Public Comment Period- None**

**Verbal Reports**

General Manager West reminded everyone of the Desert-Wise Living Landscape tour coming up on April 28 and 29. We have some free tickets to give out.

After tonights meeting, we will convene to a taste test of our well water to get a sample to enter into a contest at the Cal Rural Conference.

Secretary Burkhart reported on the LAFCO workshop on Transparency she attended in January.

Director Staley reported on the Mojave Water Agency Meeting he went to last week.

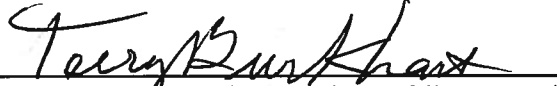
Vice President Cori-Lorono reported on the ASB Southern Division Meeting and the Joshua Basin Water Districts' Water Education Day.

Director Coulombe reported on the HVCC Meeting he attended. The Fire Dept. is once again issuing burn permits.

President McBride reported on the LAFCO workshop on Transparency he attended.

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

Approved by:

  
Terry Burkhart, Secretary of the Board

MSC<sup>1</sup> – Motion made, seconded, and carried.