



BIGHORN-DESERT VIEW WATER AGENCY

"To provide a high quality supply of water and reliable service to all customers at a fair and reasonable rate."

BOARD OF DIRECTORS' SPECIAL MEETING MINUTES

BOARD MEETING OFFICE
1720 N. CHEROKEE TR.
LANDERS, CALIFORNIA 92285

April 30, 2019
Time – 6:00 P.M.

Call to Order

Meeting convened by Board President Michael McBride at 6:04 p.m.

Pledge of Allegiance

Led by Sharon Conkle

Roll Call

Directors Present:

Michael McBride
Judy Corl-Lorono
John R. Burkhart
Jo Marie McKenzie
J. Larry Coulombe

Staff Present:

Marina West
Seth Kish

Approval of Agenda

Director Coulombe made a motion to approve the agenda. Secretary Burkhart seconded the motion.

MSC¹ (Coulombe/Burkhart) unanimously approved

Public Hearing: Ordinance 190-01 – An Ordinance of the Board of Directors of Bighorn-Desert View Water Agency Providing for Compensation of the Board of Directors and Establishing Procedures Related Thereto –

General Manger West gave her report. At the previous Board meeting the Board voted to proceed with the compensation increase procedure. The Ordinance was then posted twice in the local paper as required by Water Code section 20202 on April 11th and April 18th.

Director McBride opened the public hearing.

An anonymous member of the public wanted to make sure everyone knows how hard the Board works.

An anonymous member of the public asked what this raise is in comparison to other Agency Board members. GM West answered and explained that to her knowledge Joshua Basin and Hi-Desert Water were greater than what the BDVWA Board members receive.

Motion No. 19-018

Vice-President Corl-Lorono made a motion to Adopt Ordinance 190-01 Providing for Compensation of the Board of Directors and Establishing Procedures Related Thereto. Director Burkhart seconded the motion.

MSC¹ (Corl-Lorono/Burkhart) unanimously approved by roll call vote

Roll Call Vote:

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

Adoption of the "Range and Step Scale" for All Employees of the Bighorn-Desert View Water Agency and Amending Appendix C of the Employee Handbook as Referenced

General Manger West gave her report. The Board authorized the cost of living increase at the last Board meeting. This was an administrative action to update and accept the new "Range and Step Scale".

Director McKenzie asked how many steps are employees able to jump at a time. GM West explained that employees are able to jump multiple steps depending on certain factors including job performance, education, certifications etc.

No public comments

Motion No. 19-019

Director Coulombe made a motion to adopt the "Range and Step Scale", incorporated by reference into the Employee Handbook as Appendix C. Secretary Burkhart seconded the motion.

MSC¹ (Coulombe/Burkhart) unanimously approved

McBride	Y
Corl-Lorono	Y
Burkhart	Y
Coulombe	Y
McKenzie	Y

Adopting the Agency's Budget Resolution No. 19R-03 Fixing and Adopting the Agency Budget for Fiscal Year 2019-2020

General Manager West gave her report. The Agency has had two (2) public hearings with the Finance Committee to discuss in great detail each line item of the budget. The budget includes the final year of the rate increase approved in 2016. With this rate increase applied, the basic service charge will increase to \$33.42 which is a 5% increase equivalent to \$1.59 per month. Residential water will go to \$3.38 which is a 3% increase or \$0.10 per unit and the Agency bulk water customers will pay \$9.57 a unit which is a 3% increase or \$0.28. GM West explained that he bulk customers pay higher per unit due to not having a monthly service fee.

No public comments

Motion No. 19-020

Vice President Corl-Lorono made a motion to Adopt Resolution No. 19R-03 – A Resolution Fixing and Adopting the Agency Budget for Fiscal Year 2019/2020 for the Bighorn-Desert View Water Agency; and Per Resolution No. 16R-09 confirm the 5% increase adjustment to the Monthly Basic Service Charge for residential and 2-inch bulk meters and 3% increase adjustment to the Water Consumption Charge for residential meters and all bulk meters. Director Burkhart seconded the motion.

MSC¹ (Corl-Lorono/Burkhart) unanimously approved

McBride	Y
Corl-Lorono	Y
Burkhart	Y
Coulombe	Y
McKenzie	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 March 2019
 1. Balance Sheet
 2. Budget Status
- b. Receive and File Disbursements, March 2019
- c. Service Order Report, March 2019
- d. BDV Production Report, March 2019
- e. Goat Mtn. Production Report, February 2019
- f. Goat Mtn. Production Report, March 2019
- g. Authorize attendance for the 2019 California Special District Association & Exhibitor Showcase in Anaheim, CA on September 24th-28th 2019 at an estimated cost of \$2,800.00 per Director.
- h. Authorize attendance for the 13th Annual San Bernardino County Water Conference in Ontario, CA on August 9th at an estimated cost of \$400.00 per Director.

No public comments

Motion No. 19-021

Judy Corl-Lorono made a motion to approve consent items a-h. Director Burkhart seconded the motion.

MSC¹ (Corl-Lorono/Burkhart) unanimously approved

McBride	Y
Corl-Lorono	Y
Burkhart	Y
Coulombe	Y
McKenzie	Y

Public Comments

No Public Comments

The Board adjourned for a short recess at 7:53 P.M

The Board reconvened at 8:05 P.M

Verbal Reports

General Manager West wanted to thank everyone who came out to volunteer and those who attended the Desert Wise Landscape Tour. GM West also informed the Board that the Mojave Water Agency General Manager, Tom McCarthy, will come to the June 25th meeting to speak with the Board.

Director Burkhart gave his reports on the Sexual Harassment class that was taken on Target Solutions, the Technical Advisory Committee meeting he attended in April and finally the CSDA Governance Training Conference that he also attended in San Diego.

Director McKenzie gave her report on an online class she took that discussed water distribution/operations.

Vice-President Corl-Lorono gave her report on the CSDA Governance Training Conference in San Diego, AALRR Employment Law conference she attended in March and finally she concluded with her report for the Mojave Water Agency Board meeting on April 25. VP Corl-Lorono also wanted to publicly thank Mike Lipsitz for showcasing his property at the Desert Wise Landscape Tour.

Director Coulombe gave his report for California Rural Water Association Conference, he also gave his report on the April 15 HVCC meeting he attended.

President McBride gave his report on the CSDA Governance Conference he attended in San Diego as well as the AALRR Employment Law Conference in March.

Adjournment – President Michael McBride adjourned the meeting at 8:30 P.M.

Approved by:


John R. Burkhart, Secretary of the Board

MSC¹ – Motion made, seconded, and carried.