



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

August 25, 2020
Time – 6:00 P.M.

PUBLIC AND BOARD WISHING TO PARTICIPATE REMOTELY
TELECONFERENCE LINE THRU ZOOM 669-900-6833
OR

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/85771407966?pwd=NWFmWDDdQTJlMG1obkVpYkoyRDNFZz09>

Passcode: 953253

Or Dial:

1-669-900-6833

Webinar ID: 857 7140 7966

Passcode: 953253

Please note that all requirements of the Brown Act requiring the physical presence of the board or staff have been waived per Executive Order N-29-20

CALL TO ORDER

Meeting convened by President Corl-Lorono at 6:00 pm. She also read the introductory statement referring to the Governor's Executive Order N-25-20.

PLEDGE OF ALLEGIANCE

Led by Megan Cross-Dees

ROLL CALL

Directors present: Judy Corl-Lorono
John R. Burkhart
J. Larry Coulombe – via teleconference
Michael McBride
JoMarie McKenzie

Staff present: Marina West

Public Present: 1 member(s) of the public indicated they were participating via teleconference.
1 members of the public were present in the meeting room.

APPROVAL OF AGENDA

Vice President Burkhart made a motion to approve the agenda as presented. Director McBride seconded the motion.

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

MSC¹ – (Burkhart/McBride) motion approved

Discussion and Action Items

1. Approval of Bad Debt Write-off of \$1,292.99 for Uncollectable Secured Property Tax Liens for Fiscal Year 2012-13

General Manager West gave the staff report as presented in the agenda packet noting this write-off represents the amount of money that has not been collected on Special Tax assessments from fiscal year 2012-13. She presented a slide showing the history of the collections as well. Agency policy is to “write-off” after seven tax cycles. She further stated that the total amount that was sent to the tax rolls on the 2013 tax bill was \$39,364.

Public Comment: none

Motion No. 20-55

Director McBride made a motion to approve the bad debt write-off of \$1,292.99 for uncollectable secured property tax liens for fiscal year 2012/13. Director Burkhart seconded the motion.

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

MSC¹ – (McBride/Burkhart) motion approved

2. Review “True Bad Debt” for Write-off from Fiscal Year 2018/19 of \$1,888.50 and Status of Current “True Bad Debt” for Fiscal Year 2019/20

General Manger West gave the staff report as presented in the agenda packet noting that “true bad debt” is income owed for basic service charges and water consumption for which the Agency has determined “uncollectable” per the Agency policy outlined in Resolution No. 13R-05. The budget includes an estimate of such losses each year which was \$1,500 for fiscal year 2019/20. The amount represents various account balances ranging from under

\$25 to a maximum single bill left unpaid by a property seller who failed to pay their closing bill of \$425.97.

Public Comment: none

Motion No. 20-56

Director McBride made a motion to approve the "true bad debt" write-off of \$1,888.50 for fiscal year 2019/20. Director McKenzie seconded the motion.

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

MSC¹ – (McBride/McKenzie) motion approved

3. Adopt Resolution No. 20R-20 Establishing the Agency's Conflict of Interest Code (2020 Biennial Review – No Amendments)

General Manager West reviewed the recommended Conflict of Interest Code which remains unchanged from 2018. The Government Code requires the Agency to take action on its Conflict of Interest Code every two years. The overarching purpose of the Code is to determine which employees of the Agency must annually file a Form 700 – Statement of Economic Interests. Together they are the fundamental tools used to ensure that officials are acting in the public's best interest.

Public Comment: none

Motion No. 20-57

Secretary Coulombe made a motion to adopt Resolution No. 20R-20 Establishing the Agency's Conflict of Interest Code (2020 Biennial Review – no amendments). Director Burkhart seconded the motion.

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

MSC¹ – (Coulombe/Burkhart) motion approved

4. Educational Conferences and Seminars: Approval for Director Attendance and Expenses
General Manager West gave the staff report as presented in the agenda packet.

Public Comment: none

Motion No. 20-58

Director McBride made a motion to approve director attendance at the San Bernardino Water Conference; CA Special Districts Association Webinar August 27th on the "Pico Decision" and to attend Defensive Driving on-line training. Secretary Coulombe seconded the motion.

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

MSC¹ – (McBride/Coulombe) motion approved

5. **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. Regular Board Meeting Minutes for July 14, 2020
- b. Financial Statements for July 2020
 - 1. Balance Sheet
 - 2. Budget Sheet
- c. Receive and File Disbursements for July 2020
- d. Service Order Report for July 2020
- e. BDV Production Report July 2020
- f. Goat Mountain Production Report July 2020

Recommended Action:

Approve as presented (Item a-f):

Public Comment: none

Motion No. 20-59

Vice President Burkhart made a motion to accept the consent calendar items a-f as presented. Secretary Coulombe seconded the motion.

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

MSC¹ – (Burkhart/Coulombe) motion approved

6. Matters Removed from Consent Items

None

7. Public Comment Period

Mike Lipsitz asked if BDVWA is acting on the listing of Joshua Tree as a threatened species. GM West responded that she has not asked the Board to take a position on that bill.

Leslie Miller asked about the Cadiz Project and fluctuating pressure she experiences during the early morning hours each day.

8. Verbal Reports - Including Reports on Courses/Conferences/Meetings.

1. General Manager Report- none

2. Director Reports-

Director McBride reported on the San Bernardino Water Conference he attended virtually on August 7, 2020.

Director McKenzie reported on the San Bernardino Water Conference she attended virtually on August 7, 2020.

Vice President Burkhart reported on the August 6, 2020 Technical Advisory Committee of Mojave Water Agency and Homestead Valley Community Council meeting he attended in July 2020.

3. President Report-

President Corl-Lorono reported on the San Bernardino Water Conference she attended virtually on August 7, 2020.

9. Adjournment

President Corl-Lorono adjourned the meeting at 7:04 p.m.

Approved by:



J. Larry Coulombe, Secretary of the Board

MSC¹ – Motion made, seconded and carried

Official Seal

