



# 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' MEETING MINUTES

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

**November 10, 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/84170001543?pwd=dkRML0tY1BobnJqSDImS1NrdWZldz09>**

**Passcode: 085180**

**Or Dial**

**1-669-900-6833**

**Webinar ID: 841 7000 1543**

**Passcode: 085180**

**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 6:02 pm. She also read the introductory statement referring to the Governor's Executive Order N-25-20.

### **PLEDGE OF ALLEGIANCE**

Led by Mark Johannas.

### **MOMENT OF SILENCE FOR PAST BOARD DIRECTOR MARTHA OSWALT**

### **ROLL CALL**

Directors present: Judy Corl-Lorono – via teleconference  
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.  
3 members of the public were present in the meeting room.

## **APPROVAL OF AGENDA**

Director McBride made a motion to approve the agenda as presented. Director Coulombe seconded the motion.

At this point in the meeting, President Corl-Lorono asked Vice President Burkhart to chair the remainder of the meeting.

## **Discussion and Action Items**

**1. Administer Oath of Office to newly elected Directors Ms. Megan Close-Dees and Mr. Michael McBride**

GM West reported that Ms. Close-Dees called earlier and will be unable to attend to take the oath tonight.

No Motion: Vice President Burkhart administered the Oath of Office to Director McBride.

Public Comment: none

**2. Consider Adopting Amendment No. 4 to the General Manager Employment Contract Including Compensation and Other Provisions**

GM West informed the Board on how she began the negotiations with the Finance/Personnel Committee. At that meeting she by providing a narrative of her professional experience and educational background which spans 33 years. Accomplishments of the Agency were also summarized and include multiple awards, annexation of the Improvement District Goat Mountain and completion of the Ames/Reche Groundwater Storage and Recovery Project. Lastly, GM West showed the history of financial reserves from 1990 to the present with particular focus on her tenure since 2004. During this timeframe, cash reserves rose from less than \$100,000 to \$3,300,000.

She also summarized some of the differences between staffing levels at this Agency versus other water agencies in the Morongo Basin noting that the quantity and type of expertise needed to run this Agency is no different than a larger entity except the volume of work. However, many local entities utilize assistant general managers, department managers and other high level positions above the "line staff" to handle the volume. This Agency just happens to have a general manager that has the knowledge base to operate the Agency without all the other layers of staff.

GM West then presented her proposal for consideration and discussion by the Committee. She is requesting a 5-year contract term with a 7% annual salary increase for the first three years. In addition, GM West noted that she was granted vacation time accruals that have since been lost and therefore she is requesting that time be returned going forward plus one additional week of vacation.

Comments and discussion ensued between directors. Director McBride stated that he was okay with the contract as presented. Vice President Burkhart noted there will be no car allowance or educational allowance. Director McKenzie requested that the contract include language that the general manager assist with recruitment and training of the replacement general manager.

It was agreed that Section 8.2 of the 2011 Employment Agreement be modified to state that termination by the General Manager be no less than six months so that a succession plan can be implemented.

Vice President Burkhart suggested more staff may be needed in the future to replace the work that the general manager has taken on. He suggested we set aside a funding goal for hiring a recruiter.

**Public Comment:** Two members of the public were very supportive of the proposal and were also in favor of advanced planning for the replacement of the general manager.

**Motion No. 20-66**

McBride made a motion to proceed with the contract as written with the additional language setting out the provision for succession planning. Further to bring back the signed contract for the Board to receive and file. Director Corl-Lorono seconded the motion.

Corl-Lorono Y – via teleconference  
Burkhart Y  
Coulombe Y – via teleconference  
McBride Y  
McKenzie Y

MSC1 – (McBride/Corl-Lorono) motion approved

**3. Public Workshop: Review Proposed Options for Variable and Fixed Charge Increases Planned for the Prop. 218 Process in Preparation for Fiscal Year 2021/2022 Rate Increase**

GM West gave the staff report with input from NBS Government Finance Group project team members.

Director McKenzie asked several questions about the rates proposed. Vice President Burkhart liked Alternative C and President Corl-Lorono did not like Alternatives A and B.

The Board did not make a decision at this meeting and has sent the discussion back to the Finance Committee for further review. The next Finance Committee will be a Special Meeting to be held on Thursday November 19, 2020 at 4pm.

**4. Consent Items**

- a. Regular Board Meeting Minutes for October 13, 2020
- b. Educational Conferences and Seminars: Approval for Director Attendance and Expenses-BIA Southern California Housing Policy Conference November 19, 2020
- c. Financial Statements for October 2020
  - 1. Balance Sheet
  - 2. Budget Sheet
- d. Receive and File Disbursements for October 2020
- e. BDV Production Report October 2020
- f. Goat Mountain Production Report October 2020

Recommended Action:

Approve as presented (Item a-f):

**Motion No. 20-67**

President Corl-Lorono made a motion to adopt consent calendar items a to f. Director McKenzie seconded the motion.

Corl-Lorono	Y – via teleconference
Burkhart	Y
Coulombe	Y – via teleconference
McBride	Y
McKenzie	Y

**MSC<sup>1</sup> – (Corl-Lorono) motion approved**

**5. Matters Removed from Consent Items**

None

**6. Public Comment Period**

None

**7. Verbal Reports - Including Reports on Courses/Conferences/Meetings.**

- 1. General Manager Report – GM West congratulated Secretary Coulombe on his last meeting of his term as director for Bighorn-Desert View Water Agency.
- 2. Director Reports  
Director McKenzie attended the Mojave Water Agency meeting via teleconference on October 22, 2020. There was a discussion on water banking and water marketing. She further discussed the latest information on the Delta Conveyance project which is still in the design process.

Vice President Burkhart reported on the Homestead Valley Community Council meeting he attended on October 19, 2020. He further reported on the Technical Advisory Committee meeting he attended on October 1, 2020.

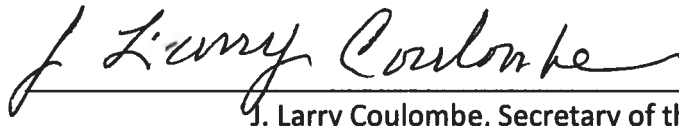
**3. President Report**

President Corl-Lorono gave a report on the Morongo Basin Pipeline Commission held via teleconference on November 4, 2020.

**8. Adjournment**

Vice President Burkhart adjourned the meeting at 7:55 pm.

Approved by:



J. Larry Coulombe, Secretary of the Board

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



Official Seal