



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

June 23, 2021
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/82137066064?pwd=V0Zxd1haTjdNZkhXRGkxRytFR3FkQT09>

Passcode: 198148

Or Dial:

1-669-900-6833

Webinar ID: 821 3706 6064

Passcode: 198148

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

At the commencement of the meeting President Burkhart turned the gavel over to Vice President McBride to lead his final Board meeting prior to resigning.

Meeting convened by Vice President McBride at 6:00 pm

PLEDGE OF ALLEGIANCE

Led by Sharon Conkle

ROLL CALL

Directors present: John R. Burkhart
 Michael McBride
 JoMarie McKenzie
 Megan Close-Dees
 Craig Dicht

Staff present: Marina West

Public Present: 2 member(s) of the public indicated they were participating via teleconference and several members of the public were present in the meeting room.

APPROVAL OF AGENDA

Director Burkhart made a motion to approve the agenda as presented. Director Dicht seconded the motion. Unanimously approved.

Discussion and Action Items -

1. Final Report Non-Exempt Employee Salary Benchmark Survey: Adopt Recommendations for Incorporation into the Fiscal Year 2021/22 Budget for a Net Increase of \$21,054

GM West gave PowerPoint presentation on the background and recommendations from the benchmark survey and noted that this action was recommended by the Finance Committee following several in-depth meetings.

GM West answered questions from the Board of Directors.

Public Comment:

Ms. Conkle commented that “we need to be competitive in our wages”. I’ve been involved in training individuals and as soon as they are trained they are swept away by another office.

Ms. Corl-Lorono stated that “I think you ought to do it”. She further reminded the Board that “we” talked about this a long time ago and keeping them is important due to the training required.

Motion No. 21-037

Director Dicht made a motion to adopt recommendations for incorporation into the fiscal year 2021/22 budget for a net increase of \$21,054. Director McKenzie seconded the motion.

McBride	Y
Burkhart	Y
McKenzie	Y
Close-Dees	Y
Dicht	Y

MSC¹ (Dicht/McKenzie) unanimously approved.

2. Consider Cost-of-Living Percentage Adjustment to the “Range and Step Scale” for All Non-Exempt Employees in the Range of 1.3% to 3.0% to be Incorporated into the Fiscal Year 2021/22 Operating Budget

GM West gave a PowerPoint presentation on the annual evaluation of a Cost-of-Living Adjustment (COLA) for non-exempt employees noting that the Finance Committee came to the consensus on at least a 1.3% COLA but Director McBride wanted the full Board to consider the 3.0% option.

GM West answered questions from the Board. The Board deliberated amongst itself.

Public Comment:

Mr. West encouraged the Board to adopt the 3.0% COLA and he appreciated the comments made by the various directors in support of staff.

Ms. Burkhart noted the current cost of groceries as a direct impact on employee salaries.

Ms. Corl-Lorono supported the 3.0% COLA for staff noting the increase in the cost of gas and groceries.

Motion No. 21-038

Director Burkhart made a motion to authorize a Cost-of-living Percentage Adjustment to the "Range and Step Scale" for All Non-Exempt Employees of 3.0% to be Incorporated into the Fiscal Year 2021/22 Operating Budget. Director Dicht seconded the motion.

McBride	Y
Burkhart	Y
McKenzie	Y
Close-Dees	Y
Dicht	Y

MSC¹ (Burkhart/Dicht) unanimously approved.

3. Public Budget Workshop – Fiscal Year 2021/22 Budget Cycle and Resolution No. 21R-14 Fixing and Adopting the Agency Budget for FY2022/22

GM West gave a PowerPoint presentation reviewing the highlights of the budget expenses, revenue and proposed Capital Improvement Projects.

GM West answered questions from the Board.

Motion No. 21-039

4. Director McKenzie made a motion to adopt the Fiscal Year 2021/22 Budget Cycle and Resolution No. 21R-14 Fixing and Adopting the Agency Budget for FY2022/22 with a 3.0% Cost-of-Living Increase for Non-Exempt Employees. Director Dicht seconded the motion.

Public Comment: None

McBride	Y
Burkhart	Y
McKenzie	Y
Close-Dees	Y
Dicht	Y

MSC¹ (McKenzie/Dicht) unanimously approved.

5. **Resignation of Director McBride and Process for Filing Vacant Board Seat**

Mr. McBride thanked the Board, staff and public for a very gratifying experience with the BDVWA Board of Directors.

GM West answered questions of the Board. The Board took action via two separate motions.

Motion No. 21-040

Director McKenzie made a motion to, regretfully, receive and file the letter of resignation. Director Burkhart seconded the motion.

Public Comment:

Ms. Burkhart stated that the Public greatly appreciated Director McBride's service, Ms. Conkle agreed.

Mr. West thanked Mr. McBride for always "being a class act, supporting the employees from GM West on down to every employee". He further noted that Mr. McBride and all the Board puts the employees first.

McBride	Abstain
Burkhart	Y
McKenzie	Y
Close-Dees	Y
Dicht	Y

MSC¹ (McKenzie/Burkhart) unanimously approved.

Motion No. 21-041

Director Close-Dees made a motion to fill the vacancy by appointment. Director Dicht seconded the motion.

Public Comment: None

Burkhart	Y
McKenzie	Y
Close-Dees	Y
Dicht	Y
Vacant	N/A

MSC¹ (McKenzie/Burkhart) unanimously approved.

GM West then gave a PowerPoint presentation on the prior actions of the Board to appoint a director and an alternative method. The Board agreed to advertise the position and accept "letters of interest" until noon July 15, 2021. Thereafter, the qualified applicants will be provided a "questionnaire", a set of questions to answer and return to the Agency by noon July 22, 2021. The applicants will then appear before the Board at a Special

Meeting July 27, 2021. Each applicant will be given 3-minutes to present themselves. The Board will ask any follow-up questions based on the answers provided. The Board will then proceed to select the new Director with a minimum of three votes.

6. Public Comment Period

None

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

1. General Manager Report - none

2. Director Reports


Director Dicht reported on the Homestead Valley Community Council meeting he attended in June. Illegal Cannabis was discussed in detail at the meeting.

Director McKenzie reported on the Mojave Water Agency meeting she attended June 10, 2021. She further discussed her follow-up communications with Siskiyou County on their efforts to eradicate the illegal Cannabis farms.

8. Adjournment

Mr. McBride adjourned the meeting at 8:27 pm.

Approved by:



JoMarie McKenzie, Secretary of the Board

MSC¹ – Motion made, seconded and carried



Official Seal