



BIGHORN-DESERT VIEW WATER AGENCY

BOARD OF DIRECTORS' SPECIAL MEETING MINUTES

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

December 7, 2021
Time – 6:00 P.M.

MEETING ROOM IS OPEN FOR IN-PERSON ATTENDANCE

Please note that due to continued COVID concerns Public will be required to wear face coverings at all times while present in the meeting room.

PUBLIC WISHING TO PARTICIPATE REMOTELY

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/84081537079?pwd=YUd3dExpTjI0bWpYy9WT0F5NWVtZz09>

Passcode: 904410

OR

TELECONFERENCE LINE THRU ZOOM

1-669-900-6833

Webinar ID: 840 8153 7079

Passcode: 904410

CALL TO ORDER

Meeting convened by President Burkhart at 6:01 pm.

PLEDGE OF ALLEGIANCE

Led by Terry Burkhart

ROLL CALL

Directors present: John R. Burkhart
JoMarie McKenzie
Megan Close-Dees
Craig Dicht
David Chapman

Staff present: Marina West
Jeff Palmer, Fedak & Brown, LLP – Auditor – Via Teleconference

Public Present: 0 member(s) of the public indicated they were participating via teleconference.
2 members of the public were present in the meeting room.

APPROVAL OF AGENDA

Director Close-Dees made a motion to approve the agenda as presented. Director McKenzie seconded the motion.

Burkhart	Y
McKenzie	Y
Close-Dees	Y
Dicht	Y
Chapman	Y

MSC¹ (Close-Dees / McKenzie) unanimously approved.

Discussion and Action Items -

1. **Presentation of the Agency Financial Audit for Fiscal Year 2020-2021 by the Independent Certified Public Accounting Firm of Fedak & Brown, LLP.**

GM West introduced the auditor, Jeff Palmer. Mr. Palmer gave a PowerPoint presentation summarizing the findings of the Fiscal Year 2020/21 audit.

Mr. Palmer answered questions of the Board regarding pension liability, focus of pre-audit field work, adjusting Journal Entry clarification and the types of "red" flags an auditor might present.

No Public Comment.

Motion No. 21-062

Director Dicht made a motion to Receive and File the Agency Financial Audit for fiscal year 2020-2021 conducted by Fedak & Brown, LLP. Director Chapman seconded the motion.

Burkhart	Y
McKenzie	Y
Close-Dees	Y
Dicht	Y
Chapman	Y

MSC¹ (Dicht/Chapman) unanimously approved.

2. **Resolution No. 21R-25 Establishing Criteria for Financial Reserves**

GM West gave the staff report as presented in the Agenda Packet. She noted that a lengthy presentation and discussion on the policy took place during the November Finance Committee. The Finance Committee recommended the full Board consider the policy for adoption.

GM West answered questions from the Board of Directors.

No Public Comment.

Motion No. 21-063

Director Dicht made a motion to adopt Resolution No. 21R-25 Establishing Criteria for Agency Financial Reserves with correction of typographical error. Director McKenzie seconded the motion.

Burkhart	Y
McKenzie	Y
Close-Dees	Y
Dicht	Y
Chapman	Y

MSC¹ (Dicht/McKenzie) unanimously approved.

3. Ad Hoc Committee – Update on the General Counsel Selection Process

Chairperson Dicht summarized the work to date of the Ad Hoc Committee. He reported that they short listed firms from a total of nine (9) to four (4). The Ad Hoc members will be calling the references and they had developed a set of questions. He explained the in-person interviews will be either January 18 or 25th. They would like the interviews to be in “open” not “closed” session and that all the questions would be provided to the firms in advance. As to selection, he proposes they interviews be concluded and the meeting be adjourned. Then the Board can deliberate on the firms at the February meeting and potentially appoint the General Counsel at that meeting.

Public Comment: Ms. Burkhart cautioned about closed session meetings and their content.

No Motion

BOD set Jan. 18th at 4pm for Special Meeting to interview firms.

4. Consent Items -

- a. Regular Board Meeting Minutes, October 12, 2021
- b. Financial Statements
 1. Balance Sheet(s) – October and November 2021
 2. Budget Sheet(s) – October and November 2021
- c. Receive and File Disbursements for October and November 2021
- d. Service Order Report for September 2021
- e. BDV Production Report for October and November 2021
- f. Goat Mountain Production Report for October and November 2021
- g. Receive and File PLEGS Committee Minutes for April 20, 2021.
- h. Receive and File PLEGS Committee Minutes for June 15, 2021.
- i. Receive and File PLEGS Committee Minutes for August 17, 2021.
- j. Receive and File FPREP Committee Minutes for May 19, 2021.
- k. Receive and File FPREP Committee Minutes for July 21, 2021.

Recommended Action:
Approve as presented (Item a-k):

Motion No. 21-064

Director Dicht made a motion to approve Consent Calendar Items a to K. Director McKenzie seconded the motion.

Burkhart	Y
McKenzie	Y
Close-Dees	Y
Dicht	Y
Chapman	Y

MSC¹ (Dicht/Chapman) unanimously approved.

5. Matters Removed from Consent Items

None

6. Public Comment Period

No Public Comment.

7. Verbal Reports –

1. General Manager Report – GM West reported on the Marijuana Enforcement Team eradications that took place December 7, 2021 and general information on the Code
2. Director Reports – None.

8. President Burkhart adjourned the meeting at 7:39 pm.

Approved by:


Megan Close-Dees, Secretary of the Board

MSC1 – Motion made, seconded and carried



Official Seal