



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**

**March 12, 2024
Time – 6:00 P.M.**

MEETING ROOM IS OPEN FOR IN-PERSON ATTENDANCE

PUBLIC WISHING TO PARTICIPATE REMOTELY

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/87192985763?pwd=ZGh5T01uUjFqUDJJeHhLaUF4Z2hjdz09>

Passcode: 197494

OR

TELECONFERENCE LINE THRU ZOOM

1-669-900-6833

Webinar ID: 841805503

Passcode: 197494

CALL TO ORDER

President McKenzie called meeting to order at 6:00pm

PLEDGE OF ALLEGIANCE

Led by Director Chapman

ROLL CALL

Directors present: JoMarie McKenzie
John R. Burkhart
Megan Close-Dees
David Chapman
William Aldridge

Staff present: Marina West
Daniel Best

Public Present: Following Roll Call, 2 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

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

Discussion and Action Items - The Board of Directors and Staff will discuss the following items and the Board will consider taking action, if so inclined. The Public is invited to comment on any item on the agenda during discussion of that item. When giving your public comment, please have your information prepared. If you wish to be identified for the record, then please state your name. Due to time constraints, each member of the public will be allotted three-minutes to provide their public comment.

1. HDWD #2 Intertie (Grant No. 4600014979): Authorize Issuance of Professional Services Agreement to California Rural Water Association (CWRA) for Intertie No. 2 (BDVWA to HDWD) Pipeline Design Services at a Cost of \$50,892.

GM West prelim engineering report part of (PER) where this stemmed from, for emergency purposes. Planning phase is complete and now onto funding. PI/C grant would not fund, so we received a 675k\$ grant for this specific project. Pump station would need to be constructed in order to pump the water from Hi Desert Water District (HDWD) to BDVWA and gravity flow from Hi Desert Water District to BDVWA.

Director Chapman asked where HDWD Intertie #1 was located, GM West noted it's across from Le Fevre towing.

McKenzie asked where the water would flow (east to west). When would BDVWA use that pump station. GM West noted it would be an emergency intertie only, but we could potential to sell Hi Desert Water, water if needed.

GM West gave a detailed description on how the intertie would benefit HDWD and BDVWA. Also gave details on the easement and the cost estimates were pre Covid-19 and inflation. Also the agreement we have with HDW and the expiration date and expiration clause to satisfy the grant requirements.

Megan Close-Dees mentioned a typo (CRWA) and CWRA). GM West thanked her for bringing it to our attention and that we have many closely related acronyms and can easily get mixed up.

McKenzie asked about the \$14,000.00 effects on the budget if we had did have to pay, GM West mentioned we have a \$60,000.00 engineering budget set aside for these types of projects.

Chapman asked about a loan, GM west mentioned we are not looking at that option right now.

Motion No. 24-014

Director Close-Dees made a motion Director Chapman seconded

McKenzie	Y
Close-Dees	Y
Chapman	Y
Burkhart	Y
Aldridge	Y

MSC¹ (Close-Dees/Chapman) unanimously approved.

Public Comment: None.

2. Review Recommendation to Authorize Issuance of Professional Services Agreement to California Rural Water Association (CWRA) for Pipeline Improvement and Consolidation (PI/C) Project Pipeline Design Services

GM West mentioned that this intertie was removed from the grant but not removed from the grant. Upon an approved blending plan. GM West mentioned the alignment and how the pipeline would benefit the Agency to allow more flexibility in water movement better quality water across the system and improving water quality by looping dead ends. GM West also mentioned that fact that wells in this area would benefit from recharge and allow it to be sent across the wash and then gravity fed to the entire system.

Director Chapman asked to clarify for the blending plan and transmission. GM West gave explanation on the proposed operation of the pipeline.

GM West mentioned Monument is working on attaining easements for proposed pipeline alignments and San Bernardino County dedication and patents. Currently they have found about 90% of the patents, which are hard to locate. GM West mentioned that legal counsel needs to give advice on the validity of the patents and if we would need to obtain private easements. Monument can provide legal opinion, but in order to proceed our legal team needs to make that determination and approval. GM West is working on if we need Monument legal advice. GM West mentioned the lawsuit against Mr. Perry and Judge upheld the patents, which is a good sign they are still valid today.

Director Aldridge asked if most alignments are located in the roadway. He mentioned land locking and the “flag easement”. GM West mentioned that San Bernardino County

provided patents to keep homesteaders from getting land locked. We need a legal opinion letter in order to move forward with those patents.

Director Close-Dees asked if the documents are conflicting. GM West mentioned that we need a legal opinion letter that says the patents are legal and valid. If required to obtain private easements, we would need about 100 and would be costly.

McKenzie asked about Landstedt, GM West mentioned she helps with formatting and how to get the States attention on the grant submittals and reporting.

Motion No. 24-015

Director Chapman made a motion Director Burkhart seconded

McKenzie	Y
Close-Dees	Y
Chapman	Y
Burkhart	Y
Aldridge	Y

MSC¹ (Chapman/Burkhart) unanimously approved.

Public Comment: None.

3. Review Recommendation to Authorize Issuance of Professional Services Agreement to Fomotor Engineering for Pipeline Improvement and Consolidation Project “On-Call and as-needed” Land Survey Support Services.

GM West gave the staff report as presented and noted the additional survey the Agency will need and Fomotor is local has been responsive to our needs in the past. Monument also has a surveyor so we will have two quotes to be transparent. GM West mentioned this would be no cost now, but it would be a great way to get two quotes from Monument and Fomotor once we are at that step. No cost and this will be as needed services.

McKenzie also mentioned that they have the ability to use drones to gain topography.

Motion No. 24-016

Director Close-Dees made a motion Director Burkhart seconded

McKenzie	Y
Close-Dees	Y
Chapman	Y
Burkhart	Y
Aldridge	Y

MSC¹ (Close-Dees/Burkhart) unanimously approved.

Public Comment: Sharon mentioned a current intertie with HDW and GM West gave detailed operation of the pipeline and how it transmit water across the wash bringing the better quality water into the entire system.

4. Adopt Draft Resolution No. 24R-004 Setting the Service Line Installation Fee for Water Meter Size Ranges from 3/4-inch to 10-inch to \$2,684.00

GM West clarified the sizing and pricing. The Dollar amount listed in the title only applies to the 1" meter size and anything over is actual cost. This is clearly stated correctly in the Resolution and a typo on the staff report and agenda title.

Close-Dees asked for clarification on the sizing and pricing. She also noted a typo on the dollar amount.

Motion No. 24-017

Director Chapman made a motion Director Burkhart seconded

McKenzie	Y
Close-Dees	Y
Chapman	Y
Burkhart	Y
Aldridge	Y

MSC¹ (Chapman/Burkhart) unanimously approved.

Public Comment: None.

5. Consider Initiating Procedure to Implement a Cost-of-Living Adjustment (COLA) to the Board of Directors Per Diem Effective no sooner than July 1, 2024

GM West annually BOD is allowed to take a 5% COLA and would like to know if the BOD's intention and staff direction. GM West mentioned that it takes staff time and money to pursue the process. GM West mentioned that 2 posting of ordinance would take place and hopefully it would be about the time fiscal year starts. Legal counsel has never approved a catchup and GM West mentioned its important to stay current and it does take time and responsibility to be present at meetings for the public.

McKenzie mentioned to keep in mind Directors budget and will stay within it. GM West mentioned that budget will also be adjusted by some amount.

Motion No. 24-017

Director Burkhart made a motion Director Chapman seconded

McKenzie	Y
Close-Dees	Y
Chapman	Y
Burkhart	Y
Aldridge	Y

MSC¹ (Burkhart/Chapman) unanimously approved.

Public Comment: Sharon voiced her support for a COLA.

6. Discussion Item – Possible Dates for Board of Directors Workshop

Director McKenzie asked for a field trip and Director Chapman also said it would be nice to walk the project and see it in person. Mentioned seeing the “green lines” and GM West mentioned we can visit the pipelines mentioned in tonight meeting. GM West also mentioned the Agency of Distinction and Chapman mentioned we should review the criteria and make sure we are meeting it. April 20th was set as a tentative date for workshop and tour of the project.

7. 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.** Board Meeting Minutes
 - 1. February 13 2024
 - 2. February 27 2024
- b.** Financial Statements
 - 1. Balance Sheet(s) – January 2024
 - 2. Budget Sheet(s) – January 2024
- c.** Receive and File Disbursements – February 2024
- d.** Service Order Report – January 2024
- e.** BDV Production Report for – February 2024
- f.** Goat Mountain Production Report for – February 2024
- g.** Receive and File Finance (FPREP) Standing Committee Minutes for September 9, 2023.

- h. Receive and File Engineering (PLEGs) Standing Committee Minutes for October 17, 2023.

Motion No. 24-018

Director Close-Dees made a motion Chapman seconded

McKenzie	Y
Close-Dees	Y
Chapman	Y
Burkhart	Y
Aldridge	Y

MSC¹ (Close-Dees/Chapman) unanimously approved.

Public Comment: None.

8. Matters Removed from Consent Items

None.

9. Public Comment Period

None.

10. Verbal Reports – Including Reports on Courses/Conferences/Meetings.

1. General Manager Report

GM West – Thanked the Board of Directors for being patient with us as we transition and we are currently short staffed and currently interviewing candidates. Pipeline Commission is at MWA and Close-Dees will take the Subaru with Chapman. GM West mentioned any Directors are welcome to attend. GM West mentioned Donny Doltar is leaving the Agency and moving out of state.

2. Assistant General Manager Report

AGM Best – Mentioned the addition of Davien Rodriguez to the field staff and we are currently interviewing for office staff to help support management. AGM Best also thanked the Board for the patience in the typos, etc.

3. Director Reports

McKenzie – February ABSCDS Dinner, Chino Valley Fire District. 2,124 new bills in 619 from senate rest from assembly, 674 technical bills. 73B over budget. Recommendation is to grab the money now. Leadership Academy CSDA May 21

and 22 legislative days. Chino Valley Fire are a tight knit community covering 88 square miles and handle 44000 calls with 144 personnel across seven stations, with money approved for an eighth. February is American heart month 80% of calls are medical. Ryan a Fire Fighter started a cardiac program to increase training and save more lives. He also used a defibrillator to save one the Fire Chief's lives. They now have a survival rate 2x the national average. Businesses are required to have defibrillators and trauma kits and all employees are trained on use. They are also required to share with neighboring businesses if the need arises. Pelican club dinner purpose is to get to know in another and businesses in the area. Also mentioned Dicus is from Yucca Valley. JBWD GM Johnson mentioned they had some kids break into a tank site to take photos and they ended up doing some community service. Hi-Desert Water rate study and the president is looking at the increase effect on the rate payers.

GM West mentioned we have fully fenced tank sites and we regularly check for vandals and break-ins.

Chapman – None.

Close-Dees – None.

Aldridge –

Burkhart – None.

11. Adjournment

President McKenzie adjourned the meeting at 7:58pm

Approved by:

David Chapman, Secretary of the Board

MSC¹ – Motion made, seconded and carried

Official Seal