

MINUTES of the MEETING

JULY 20, 2016

6:00 P.M.

CALL TO ORDER: BryAnna Vaughan, President called the meeting of the Big Pine Community Services District to order on Wednesday, July 20, 2016 at 6:05 P.M. in the District office.

PRESENT MEMBERS: BryAnna Vaughan, President
Gary Doyel, Vice-President
Bob Steele, Board Member
David Allen, Board Member

ABSENT: Brian Law, Board Member

OTHERS: Dave Tanksley, Contractor
Bobbie Lovig, Secretary

AGENDA

PUBLIC COMMENTS & PUBLIC HEARING: There were no public comments.

MINUTES: Bob Steele moved and Gary Doyel seconded a motion to approve the minutes of the June 15, 2016 meeting. Motion carried.

BILLS AND WARRANTS: Gary Doyel moved and Bryanna Vaughan seconded a motion to approve the bills and warrants incurred from June 10, through July 7, 2016. Motion carried.

Correspondence: There was no correspondence.

OLD BUSINESS:

1. Report from McMurtrie-Tanksley.

- a. Dave Tanksley presented his June report. The BOD was 8. He was called out on a Saturday to turn off the water at 501 Cornell, so Bobbie will be billing the home owner \$100.00.
- b. Dave had a meeting with Clarence Martin and Eric Tillemans regarding the take-over of Well 352. DWP will work with BPCSD. A copy of the agreement was reviewed at their meeting. BPCSD cannot work on their well so DWP will likely do all the work and bill BPCSD for the materials. They will be fixing the system to better monitor it. They are looking at a diffuser to take out and neutralize the chlorine.
- c. Dave said he doesn't have to do the scope and inspection right away because Andy can do a visual inspection for now.
- d. Dave would like to have someone do the basic overlay of the valves, sewer manholes and hydrants.

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- e. Dave explained the theft of generators at the sewer pond shed. He also lost a trash pump and will need to replace it. He said it will cost approximately \$3,000 to replace the generators. There is a \$500 deductible. Bobbie will do the paperwork for the claim after the invoices are received. The Board will make a motion to approve the invoices at the next meeting, if available.
2. **Tank re-coat - motion to approve contractor.**
 - a. Dave recommended Harper and Associates. The Board discussed the options. Dave Allen moved that BPCSD contract with Harper and Associates for the recoating of the tank. Gary Doyel seconded the motion. Motion carried.
 - b. Dave Tanksley said he would like to set up the draining of the tank for September-October. They can do it this year for pre-inspection.
3. **Sewer main clean and scope - motion to approve.**
 - a. Dave said he would like to ask Tim Rudolph for a proposal for the mapping of the sewer and water system and marking of the laterals.
 - b. The motion to approve was tabled to the next meeting.
4. **Boilerplate contractor contract from County Counsel.** Bobbie and Dave Tanksley have been in contact with County Counsel, but have not heard back prior to this meeting. David Nam, Assistant to County Counsel is requesting further information from Dave to complete the study and try to provide a contract specifically for our type of contractor. This item is tabled to the next meeting in August.
5. **Information from Holly Alpert of mapping of BPCSD's system for a data base.**
 - a. BryAnna hasn't heard anything further from Holly Alpert.
 - b. Dave Tanksley said Dustin Hardwick with CRWA will keep Dave posted any information he can get on it for us.
 - c. This will remain on the agenda.
6. **Water issues, if any.** There was no new information or discussion on water issues in The Big Pine Community Services District area.

NEW BUSINESS:

1. **Motion to approve Tanksley-McMurtrie's invoice for billable hours from January through June, 2016.** After a discussion of the billable hours worked for the time period, BryAnna Vaughan moved and Bob Steele seconded a motion to approve the invoice.
2. **Capital Improvement plans for 5 and 10 years** was tabled to the next meeting. Dave said the water line from Walnut to Chestnut needs to be repaired/replaced due to a root problem.

OTHER: There was no closed meeting.

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FUTURE AGENDA ITEMS:

1. Discussion of sewer main clean and scope. Motion to approve.
2. Discussion of tank re-coat.
3. Approval of theft expenses.
4. Capital Improvement Plan 5 year and 10 year.
5. Contract for Contractors from County Counsel.
6. Any water issues.

NEXT Meeting: The next regular meeting is canceled and moved to August 24, 2016 at 6:00 p.m.

ADJOURNMENT: There being no other business, Gary Doyel moved and BryAnna Vaughan seconded a motion to adjourn the meeting at 6:55 p.m. Motion carried.

Signed,

Bobbie Lovig, Secretary