

**MINUTES of the MEETING**  
**NOVEMBER 29, 2016**  
**6:00 P.M.**

**CALL TO ORDER:** BryAnna Vaughan, President, called the meeting of the Big Pine Community Services District to order on Thursday, November 29, 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  
Brian Law, Board Member

OTHERS: Dave Tanksley, Contractor  
Bobbie Lovig, Secretary

**AGENDA**

**PUBLIC COMMENTS & PUBLIC HEARING:** BryAnna Vaughan said she had talked with Mark Tillemens, Supervisor. He told her the IRWMP Grant is still in process and he will be coming to a future meeting with an update.

**MINUTES:** Gary Doyel moved and BryAnna Vaughan seconded a motion to approve the minutes of the October 19, 2016 meeting. Motion carried.

**BILLS AND WARRANTS:** After Dave Tanksley went over all the contractor's invoices for the sewer plant expenses, Bob Steele moved and Gary Doyel seconded a motion to approve the bills and warrants incurred from October 13 through November 17, 2016. Motion carried.

**Correspondence:** Letter from State Water Resources Control Board regarding the permit for the water supply system. BryAnna read the cover letter for the permit. Since the entire permit is in excess of 100 pages, BryAnna suggested Bobbie ask the Control Board for an extension to study the permit and discuss it at the next meeting. She asked that an electronic copy be sent so all of the Board members, as well as Dave, so everyone can review the permit prior to the next meeting.

**OLD BUSINESS:**

1. **Report from McMurtrie-Tanksley.** Dave Tanksley presented his September and October 2016 reports and explained some of the issues.
  - a. Dave said it was a very busy October with aerator and clarifier issues, clearing brush at the sewer pond and inspections.
  - b. Dave said he will be turning in 50+ hours of extra work done by McMurtrie-Tanksley and Andy.
  - c. There was another theft at the sewer pond of a broken root snake, glass beakers, and a trash bin. Dave said C&H can get a motion detector that turns on flood lights. He will also purchase a camera for surveying the area especially at night.
  - d. There was a lengthy discussion about how the tank works. Dave said he needs to have a 2" valve installed for better drainage.
2. **Approval of invoice from McMurtrie-Tanksley for stolen trash pump.** Dave Tanksley didn't have the invoice for the trash pump yet, so that portion will be tabled to the next meeting.
3. **Discussion and approval of invoice from additional amount to FGM Diesel & Welding for welding and installing aerator in canal in the amount of \$2,754.00.** This was discussed and the Board approved the additional invoice.
4. **Sanitary Survey information from Dave Tanksley.** Dave said all of the items are recommendations, with no violations. He elaborated on some of the issues.
  - a. More monitoring is being required by the state for color, odor and turbidity.
  - b. The flushing issues were explained. Dave will get with the fire chief for yearly flushing.
  - c. Dave talked about the chloriform rule - quarterly report and the electronic reporting requirements.
  - d. Dave is recommending shut off of the radon monitoring due to operator certificate and other issues.
5. **Clarifier Update** - Dave Tanksley said they have to find the valve and will need to order a spare after it is in operation.
6. **Department of Water Resources 2016 Water-Energy Grant. BryAnna Vaughan** - The deadline of November 1, 2016 to submit passed, but BryAnna will stay alert for future grant sources.

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**7. Discussion of buy-in charges when new customers request service - Dave Tanksley.**

- a. Dave explained that all water districts and water providers generally require a buy-in when new service is requested.
- b. BryAnna asked Bobbie to call Bishop, Mammoth and Bridgeport to inquire about their fees for buy-in to report at the next meeting.

**8. Any Capital Improvements or updates from Dave Tanksley - covered in discussions above.**

**NEW BUSINESS:**

**OTHER:** Closed Meeting - there wasn't a closed meeting,

**FUTURE AGENDA ITEMS:**

1. Reports from Dave Tanksley.
2. Approval of invoice from Dave Tanksley for stolen trash pump.
3. Clarifier update, if any.
4. Discussion of buy-in charges when new customer request service.
5. Capital Improvement Plan 5 year and 10 year.

**NEXT Meeting:** The next meeting is scheduled for Wednesday, December 21, 2016 at 6:00 p.m.

**ADJOURNMENT:** There being no other business, Gary Doyel moved and Bob Steele seconded a motion to adjourn the meeting at 7:37 p.m. Motion carried.

Signed,

Bobbie Lovig, Secretary