

**MINUTES**  
**JANUARY 21, 2015**  
**7:00 P.M.**

**CALL TO ORDER:** President, BryAnna Vaughan, called the Meeting of the Big Pine Community Services District to order on Wednesday, January 21, 2015 at 7:05 P.M. in the District office.

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

OTHERS: Dave Tanksley, Contractor  
Bobbie Lovig, Secretary

ABSENT: Denis Tillemans, Contractor  
Mitch Colvin, Board Member

**AGENDA**

**PUBLIC COMMENTS & PUBLIC HEARING:** Bob Steele said he has had some complaints that an emergency person is not always available. Dave Tanksley explained there is almost always someone on site, but if not, the emergency number is always available and a call will be returned immediately after receiving the call.

**MINUTES:** Bob Steele moved and Gary Doyel seconded a motion to approve the minutes of the Meeting of October 22, 2014. Motion carried.

**BILLS AND WARRANTS:** After discussion of some of the bills, Gary Doyel moved and BryAnna Vaughan seconded a motion to approve the bills and warrants incurred from October 10, through December 10, 2014 and from December 15, through January 12, 2015. Motion carried.

**Correspondence:**

1. Refund check for \$333.00 from State of Ca. for 2001-02 State Mandated Costs - deposited.
2. Memorandum from Deputy County Counsel, David Nam, with suggested changes to Policy 4020 Employment of Outside Contractors and Consultants - cc enclosed in packet for December.
3. Memo from County Clerk-Recorder regarding need to prepare Form 700 Statement of Economic Interest online at [www.fppc.ca.gov](http://www.fppc.ca.gov), cc of request enclosed.

**BUSINESS:**

1. Report from Denis Tillemans - Denis did not attend the meeting. Dave reported for him that that the BOD is still down.

**2. Report Tanksley-McMurtrie**

- a. Dave went over his written reports for October, November and December, 2014. He elaborated about testing of Well #352 that had a lead count, but it was below 15. He explained further testing and is waiting for results.
- b. Dave said he still wants a new Parastaltic Pump for about \$500-600 from Stenner. The Board approved the cost.
- c. Dave said he is working with DWP on the coordination of testing and decided not to write them a letter.
- d. BryAnna asked about how much the electric bill has been reduced with the shutting down of all but one aerator. Bobbie Lovig offered to make a list of the DWP bills for the sewer plant for the past year to present to the Board at the next meeting.
- e. Dave presented bills to the Board for water line repairs, a meter leak, meter replacements, and back hoe time as well as materials used for the jobs. The Board discussed and approved the bills for payment in the amount of \$5,109.04.

**3. Report from Bobbie about Back Flow devices distributed.** Bobbie reported she has given out 42 of the 100 devices. She said she will take some around in the spring to customers after they start watering again. The Board said that would be a good idea.

**4. Chart or graph from BryAnna about water levels data.**

- a. BryAnna distributed 15 pages of graphs and there was a discussion of the data and water levels from 2001 to 2014.
- b. BryAnna felt the data is incomplete, but interesting. Some trends were noticed.
- c. There was further discussion relating to BPCSD's drought policy.

**5. Discussion of Drought Conservation Program for BPCSD from Krista Reger.**

- a. Because there were not 5 Board members present, there could be no vote on the policy.
- b. BryAnna wants to look over the policy some more and it will be presented, with changes, for a vote when there are 5 members present at the meeting.

**6. Discussion of change to Policy 4020 (Employment of Outside Contractors) to adopt and implement the Uniform Construction Cost Accounting Procedures by Local Agencies.**

- a. BryAnna said she will be looking at the proposed policy from County Counsel and make some suggestions and e-mail them to the Board.
- b. When we have 5 Board members present, the Board can vote on the new policy. It will stay on the agenda.

**7. Discussion of next steps on Matrix of bids for Reservoir work and the bidding process.** Tabled until new policies are in place.

**CLOSED SESSION**

Report from Bobbie Lovig on delinquencies and actions taken.

**NEW BUSINESS:**

**FUTURE AGENDA ITEMS:**

1. Report from McMurtrie-Tanksley.
2. Report from Denis Tillemans.
3. Discussion of Citation from State Water Resources Board.
4. Any updates or information about the Drought Conservation Program for BPCSD.
5. Discussion of change of Policy 4020 Employment of Outside Contractors to adopt and implement the Uniform Construction Cost Accounting procedures by Local Agencies.
6. Discussion of bids matrix tabled until County Counsel response.
7. Possible Closed Meeting regarding delinquencies and actions taken.

**NEXT Meeting:** The next meeting scheduled for Wednesday, February 17, 2015 was changed to a Special Meeting the following week on Wednesday, February 25, 2015.

**ADJOURNMENT:** There being no other business Gary Doyel moved and Bob Steele seconded a motion to adjourn the meeting at 8:30 p.m. Motion carried.

Signed,

Bobbie Lovig, Secretary