

Minutes of the Regular Board Meeting
Of the Board of Directors
Apple Valley Heights County Water District

Tuesday, June 16, 2020

The Board of Directors of the Apple Valley Heights County Water District met in regular session and held the regular meeting at the regular meeting place, 9429 Cerra Vista, Apple Valley, California. The meeting was called to order at 6:07 P.M. BOD President Hunter led the Pledge of Allegiance.

ROLL CALL:

Directors Present: Directors Hunter, Woody (via teleconference), Kaminsky (via teleconference), Duwel (via teleconference) & Roberson (via teleconference).

Absent: None

Also Present: General Manager Smith, Secretary Patterson (via teleconference).

Public Present: None.

PUBLIC COMMENT:

None.

GENERAL MANAGER REPORT:

1. June 2020 – General Manager Smith informed the BOD that all water samples came back absent for contamination. The GM informed the BOD that there was a customer water meter that was relocated due to the meter location blocking the ingress/egress on previously undeveloped property. The GM briefed the BOD that staff performed operator level maintenance on the Kubota Tractor. The GM informed the BOD that Flora Vista, south of Roundup Way, was flushed due to customer complaints of dirty looking water; after staff flushed the line, staff contacted the customer and the customer stated that water looked clean and the customer was satisfied with staff level operation efforts.

2. Efficiency Report – The GM briefed the BOD that the efficiency showed consistency for running both well # 3 and well # 4 during the month of May 2020; the GM explained that, for the month of May 2020, the efficiency calculation showed 89.36%.

GRANT FUNDING UPDATE & PROGRESS/DISCUSSION/ACTION ITEMS:

1. Meeting Update – No new meetings. Secretary Patterson briefed the BOD that BLM is still reviewing the cultural report and Cal Rural Water is still working on the Construction Application. Secretary Patterson informed the BOD that, due to the current COVID-19 situation, there may be extended delays in Grant Project progress.

2. Grant Checking Account Report – Secretary Patterson briefed the BOD on the current grant checking account status. President Hunter asked the BOD if there were any additional questions; None. President Hunter directed staff to determine the feasibility and costs associated with installing a new tank, at the Mesa Vista site, if the grant project is placed on hold due to COVID-19 or CA State funding issues.

DISCUSSION/INFORMATION:

1. May 2020 Delinquency – 13 Tag Notices Mailed; 0 Door Tags Hung; 0 Services Turned Off (Verbal) – Secretary Patterson briefed the BOD on the Delinquency Report for the month of May 2020. President Hunter asked the BOD if there were any questions related to the May 2020 Delinquency Report; None.

2. Profit/Loss: May 2020 – Secretary Patterson briefed the BOD on the P&L Report for May 2020. President Hunter asked the BOD if there were any questions related to the May 2020 P&L Report; None.

3. Revenue Report: May 2020 – Secretary Patterson briefed the BOD on the Revenue Report for May 2020. President Hunter asked the BOD if there were any questions related to the May 2020 Revenue Report; None.
4. G.A. Hunter Transparency Report: February 2020 – President Hunter asked the BOD if there were any questions related to the February 2020 Transparency Report; None.
5. Account Aging Report – Receivables as of 6/16//20 (Account Holder Names Removed) – Secretary Patterson briefed the BOD on the Account Aging Report for the month of May 2020 and that this report would be included in BOD Meeting discussion topics for the foreseeable future. President Hunter asked the BOD if there were any questions related to the Account Aging Report; None.
6. Annual Audit: 2018-19 (DRAFT) First Reading – Secretary Patterson briefed the BOD on the Annual Audit for FY ending 6/30/19. President Hunter asked the BOD if there were any questions related to the Annual Audit; None.
7. MWA Strategic Partnership Grant – The GM briefed the BOD on the award of a grant related to efforts towards the district's current tank and pipeline improvement project and that the award was from the Mojave Water Agency. Secretary Patterson informed the BOD that purchases made towards the MWA grant funding would need to be made by AVHCWD first, and then submit a receipt to MWA for review and approval. President Hunter asked the BOD if there were any questions related to the MWA grant; None.
8. Public Hearing Document Review – Secretary Patterson briefed the BOD on the Standby Collection Data for 2020-21, the DRAFT Budget for 2020-21 and the Office Rental Agreement for 2020-21; Secretary Patterson advised the BOD that no action was needed on these topics, at this time, and that current data was in DRAFT format and would be ready for the Public Hearing and BOD action at the July 21, 2020 Public Hearing / BOD Meeting. President Hunter asked if there were any questions related to the preliminary data; None.

CONSENT LIST:

1. Approve May 19, 2020 Regular Meeting Minutes.

By Director Kaminsky to approve the May 19, 2020 Regular Meeting Minutes; second by Director Roberson. Yes: Hunter, Woody, Duwel, Kaminsky & Roberson. No: None. Abstain: None. Absent: None.

2. Approve Accounts Payable/Pay Warrants (Bills to be Paid).

By Director Roberson to approve the Accounts Payable, as presented; second by Director Duwel. Yes: Hunter, Woody, Duwel, Kaminsky & Roberson. No: None. Abstain: None. Absent: None.

DISCUSSION/ACTION ITEMS:

1. CSDA Election, Seat C: Southern Network

By Director Duwel that the BOD will table this item, taking no action; second by Director Roberson. Yes: Hunter, Woody, Duwel, Kaminsky & Roberson. No: None. Abstain: None. Absent: None.

2. Election of Officers: AVHCWD BOD President & Vice-President

By President Hunter to appoint Director Duwel as BOD President and Director Woody as BOD Vice-President; second by Director Roberson. Yes: Hunter, Woody, Duwel, Kaminsky & Roberson. No: None. Abstain: None. Absent: None.

DIRECTORS COMMENTS:

None.

ADJOURNMENT MOTION:

On motion of Director Kaminsky that there being no further business to discuss, the regular meeting be adjourned; second by Director Roberson and carried. Meeting adjourned at 6:35 PM. Yes: Hunter, Woody, Duwel, Kaminsky & Roberson. No: None. Abstain: None. Absent: None.

Matthew K. Patterson, Administrative Secretary-Treasurer

APPROVED:

Larry Hunter, President
Board of Directors