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

Tuesday, December 11, 2018

The Board of Directors of Apple Valley Heights County Water District met in regular session and held the regular meeting at 6:00 P.M. at the regular meeting place, 9429 Cerra Vista, Apple Valley, California. The meeting was called to order at 6:00 P.M. BOD President Hunter led the Pledge of Allegiance.

ROLL CALL:

Directors Present: Hunter, Duwel, Kaminsky, Roberson and Woody.

Absent: None.

Also Present: General Manager Smith, Secretary Patterson

Public Present: None.

Public Comment: None

Note – Shortly after roll call and the Pledge of Allegiance, Director Duwel experienced poor cell phone reception and was not able to continue with the meeting.

OATH OF OFFICE

Secretary Patterson briefed the BOD that Directors Woody, Hunter, Duwel and Roberson were appointed to the BOD of the Apple Valley Heights County Water District, in lieu of election, by the San Bernardino County Registrar of Voters Office; Secretary Patterson administered the Oath of Office to Directors Hunter, Woody and Roberson.

ELECTION OF OFFICERS

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

MOTIONS:

By Director Roberson to approve the Consent List as presented by staff; second by Vice-President Woody. Yes: Hunter, Woody, Kaminsky, Roberson. No: None. Abstain: None. Absent: Duwel.

GENERAL MANAGER REPORT:

1. December 2018 – The GM briefed the BOD that all water samples collected came back absent. The GM briefed the BOD that the water main on Bella Vista, south of roundup Way, was replaced, along with all accompanying service lines for customers in the area in question; this work included new customer meters, customer side shut off valves and infrastructure/fittings needed for customer service connections.
2. Efficiency Report – The GM briefed the BOD that the system efficiency appears to be dropping slightly, but the GM is working to determine the reasons behind the drop in efficiency; the GM briefed the BOD that this may be due to the flushing required on Bella Vista and the customer meter issue on Bonita Vista. The GM briefed the BOD on the photos included in the BOD packet; one photo showed the new 4-pack valve on Bella Vista, as well as the customer meter issue on Bonita Vista where the meter was removed by the customer and reinstalled backwards/upside down.

GRANT FUNDING UPDATE & PROGRESS/DISCUSSION/ACTION ITEMS:

1. Meeting Agenda – NV5/CRWA/GSW, Progress Meeting (12/5/18) – The GM briefed the BOD that the most recent meeting allowed for NV5 staff to present information related to the status of the Cultural/Biological study and the fact that the BLM is currently reviewing those reports; additionally, the GM briefed the BOD that NV5 has recommended two companies to conduct the utility locating / potholing and that the GM will review those recommendations before asking the BOD for approval of contractor selection. The GM briefed the BOD that three tribal entities have been contacted and advised of the project and staff will ensure that any concerns of the Tribal entities are facilitated when the project is underway.
2. Grant Checking Account Report – President Hunter asked the BOD if there were any questions on the Grant Checking report; None.

DISCUSSION/INFORMATION:

1. November 2018 Delinquency. (Verbal) – President Hunter asked the BOD if there were any questions on the November 2018 Delinquency statistics; None. Secretary Patterson briefed the BOD that the one service turned off in October 2018 was recently turned back on.
2. Profit/Loss – November 2018. President Hunter asked the BOD if there were any questions on the Profit/Loss report for November 2018; None. Secretary Patterson briefed the BOD that the reason the total net income appears as negative is because of the large check that was written, to Kelley's Underground Construction, for the work on Bella Vista.
3. Revenue Report – November 2018. President Hunter asked the BOD if there were any questions on the Revenue report for November 2018; None. Secretary Patterson briefed the BOD that one of the new statistics presented to the BOD, on the Revenue report, is the amount of money held in district accounts that are from customer deposits; these deposits are refundable back to the customer, after twelve months of satisfactory account payments, upon written request from the customer.

CONSENT LIST:

1. Approve November 8, 2018 Special Meeting Minutes.
2. Approve Accounts Payable/Pay Warrants (Bills to be paid).

By Director Roberson to approve the Consent List as presented by staff; second by Vice-President Woody. Yes: Hunter, Woody, Kaminsky, Roberson. No: None. Abstain: None. Absent: Duwel.

DISCUSSION/ACTION ITEMS:

1. Road grading/maintenance needed for Cerra Vista & Bella Vista – The GM briefed the BOD on the current state of the roads and system infrastructure, in the district, as a result of the recent rainstorm and associated storm runoff. Secretary Patterson briefed the BOD that future budget planning may need to include a component for road maintenance; however, currently, we need to receive BOD approval to contract out the work needed to repair wash-outs and road damage resulting from storms. Secretary Patterson briefed the BOD that Kelley's underground has quoted a \$200 mobilization/demobilization fee and \$100 / hour for the backhoe/operator work.

By Vice-President Woody to contract with Kelley's Underground Construction to repair earthwork erosion, around AVHCWD infrastructures, resulting from storm runoff; second by Director Roberson. Yes: Hunter, Woody, Kaminsky, Roberson. No: None. Abstain: None. Absent: Duwel.

CLOSED SESSION:

None.

DIRECTORS COMMENTS:

Director Kaminsky wished everyone a Merry Christmas and Happy New Year.

ADJOURNMENT MOTION:

On motion of Director Kaminsky that there being no further business to discuss, the regular meeting be adjourned; second by Vice-President Woody, and carried. Meeting adjourned at 1837 hours. Yes: Hunter, Woody, Kaminsky, Roberson. No: None. Abstain: None. Absent: Duwel.

Matthew K. Patterson, Administrative Secretary-Treasurer

APPROVED:

Larry Hunter, President
Board of Directors