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

Tuesday, January 9, 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. Board Vice-president Braun led the Pledge of Allegiance.

ROLL CALL:

Directors Present: Braun, Hunter, Kaminsky, and Woody.
Absent: Board President Duwel.
Also Present: General Manager-Daniel Smith and Secretary Patterson.
Public Present: Mr. John Stewart.
Public Comment: None.

Election of Officers, President and Vice-president – Director Hunter made a motion to “table” the election until all board members were present, second by Kaminsky, Yes: Braun, Hunter, Kaminsky, Woody. No: None. Abstain: None. Absent: Duwel

MOTIONS:

By Director Woody, to approve the Consent List, second by Director Kaminsky. Yes: Braun, Hunter, Kaminsky, Woody. No: None. Abstain: None. Absent: Duwel.

GENERAL MANAGER REPORT:

1. January 2018.
2. Efficiency Report.

GRANT FUNDING UPDATE & PROGRESS/DISCUSSION/ACTION ITEMS:

1. Meeting Agenda – NV5/CRWA, Progress Meeting 1/3/2018 – GM briefed board on meeting highlights and stated that next meeting was scheduled for February 7th, 2018 at 11:00 AM
2. Accounts Payable:
Redwine & Sherrill - \$2698.30
3. Director’s Report (Verbal) – Nothing further to add

DISCUSSION/INFORMATION:

1. December 2017 Delinquency. (Verbal) – Secretary Patterson informed board members that in December 2017, 36 Tag Notices were mailed to customers; this resulted in 6 Turn-off tags being hung at resident locations and 2 services were turned off due to lack of payment and/or payment arrangements.
2. Profit/Loss – December 2017. Vice-president Braun asked if any board members had questions; None.
3. Revenue Report – December 2017. Vice-president Braun asked if any board members had questions; None.
4. CSDA Correspondence (Verbal) – Secretary Patterson informed board members that new CSDA handbook and conference information was available if the directors wanted to review the aforementioned documents.

CONSENT LIST:

1. Approve November 14, 2017 Regular Meeting Minutes.
2. Approve Accounts Payable/Pay Warrants (Bills to be paid).

By Director Woody, to approve the Consent List, second by Director Kaminsky. Yes: Braun, Hunter, Kaminsky, Woody. No: None. Abstain: None. Absent: Duwel.

DISCUSSION/ACTION ITEMS:

1. Donation of District Vehicle – Chevrolet Colorado (Verbal) – GM explained that new (to AVHCWD) vehicle was recently purchased and that the Chevrolet Colorado was no longer needed for operations. Director Hunter made a motion to donate the Chevrolet Colorado to the Wounded Warriors project, or similar organization that ensures the donation benefits soldiers in some regard, second by Director Woody. Yes: Braun, Hunter, Kaminsky, Woody. No: None. Abstain: None. Absent: Duwel.
2. APN 0438-103-10, Meter removed 9/15/2012. – GM briefed directors about meter history and how service line for this parcel crossed two adjacent parcels; meter has been removed/abandoned; current owner wants to sell property; Directors agreed to adhere to rules and current owner must inform buyer of need to have meter installed; Vice-president Braun stated there is no action to take on this issue, as rules will be followed and adhered to. No board action taken on this item.
3. APN 0438-104-85, Meter removed 10/1999 after Willow Fire. – GM briefed directors about property location and that this property pertained to Mr. John Stewart, who was in attendance at board meeting. Director Hunter pointed out that the meter for this property was removed 19 years ago. Mr. Stewart briefed directors on property acquisition history and stated that when he bought property, the previous owner told him that a water meter needed to be installed; Mr. Stewart stated he called AVHWD office/staff to clarify and was informed that all he needed to do was call office when he was ready and staff would install the meter. Mr. Stewart stated he recently called office, because he is ready to develop property in question, and he found out about a \$10K cost he was not aware of. GM reminded directors that this scenario is very similar to Arias scenario on Mesa Vista; Director Hunter stated that the board cannot fluctuate; Vice-president Braun asked what would be required to put service in and GM stated it would be a Capital Connection and would be like starting a whole new service; Vice-president Braun asked if there was an existing service line and GM stated that existing line is 1”; Vice-president Braun stated he looked through associated documentation and no notes or documents exist that would support any type of exemption for property in question and told Mr. Stewart we have to follow rules/regulations; Mr. Stewart stated his concern with the payment seemed like it would be a “double-dip” or double charge; Director Hunter informed Mr., Stewart that the meter was installed years ago and had a cost of \$67 and that the meter was installed in 1958, so no capital Connection fee was charged. GM added that future verbiage could be added to rules/regulations to clarify a re-connection fee; Mr., Stewart stated he has other properties he can work on first, and may wait on this property until reconnection fee is clarified. Mr. Stewart asked where meter went and GM stated that the meter was removed due to non-use. Vice-president Braun clarified that existing 1” line is, more than likely, galvanized and would also need to be replaced. Mr. Stewart asked for clarity on existing main proximity to property location and GM stated the existing main was in front of property in question, on the opposite side of the road; Mr. Stewart asked if a credit would be issued for the meter that was removed and the GM informed Mr. Stewart that there is not a charge for the meter. GM advised Mr. Stewart to check back with staff in a few months to inquire about status of reconnection fee. Mr. Stewart inquired about acquiring “will serve” letters and GM informed Mr. Stewart to contact staff, at least one week prior to next board meeting, to ensure the items and properties in question are added to agenda. No board action taken on this item.
4. APN 0438-112-56, Request for water meter and new service. – GM briefed directors about property in question; property is vacant and has never had a meter installed; Vice-president clarified that a Capital Connection fee would be required. Director Hunter made a motion to approve item as presented, second by Director Kaminsky. Yes: Braun, Hunter, Kaminsky, Woody. No: None. Abstain: None. Absent: Duwel.

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CLOSED SESSION:

Section 54955.5, Public Employee Performance Evaluation – General Manager

By Director Hunter, to go into Closed Session at 6:35 PM, second by Director Woody. Yes: Braun, Hunter, Kaminsky, Woody. No: None. Abstain: None. Absent: Duwel.

By Director Hunter, to come out of Closed Session at 6:57 PM, second by Director Woody. Yes: Braun, Hunter, Kaminsky, Woody. No: None. Abstain: None. Absent: Duwel.


General Manager Contract Negotiation / Performance Review has been “tabled” until further time when all board members are present. .

DIRECTORS COMMENTS:

None.

ADJOURNMENT MOTION:

On motion of Director Woody that there being no further business to discuss, the regular meeting be adjourned, second by Director Hunter, and carried. Meeting adjourned at 6:57 p.m. Yes: Braun, Hunter, Kaminsky, Woody. No: None. Abstain: None. Absent: Duwel.



Matthew K. Patterson, Administrative Secretary-Treasurer

APPROVED:

Dan Braun, Vice-president
Board of Directors