

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

Tuesday, December 10, 2019

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 6:00 P.M. BOD President Hunter led the Pledge of Allegiance.

ROLL CALL:

Directors Present: Directors Hunter, Woody, Kaminsky & Roberson.

Absent: Director Duwel.

Also Present: General Manager Smith, Secretary Patterson.

Public Present: None.

PUBLIC COMMENT:

None.

GENERAL MANAGER REPORT:

1. December 2019 – General Manager Smith informed the BOD that all water samples came back absent for contamination. The GM informed the BOD that the air-vac was replaced on well # 4. The GM briefed the BOD that the solenoids for the oil drippers were replaced on both well # 3 and well # 4. The GM briefed the BOD that the Central Tank sample point was serviced and repaired due to low flow issues.

2. Efficiency Report – The GM briefed the BOD that the efficiency showed significant improvement; this was due to the fact that well # 3 was run for the entire month of December and that this information helps to solidify the theory that there is an issue with the measurement accuracy at well # 4. The GM briefed the BOD that the new flowmeter for well # 4 is on-hand and that staff is coordinating with a SCADA technician to assist with the installation of the new flowmeter.

GRANT FUNDING UPDATE & PROGRESS/DISCUSSION/ACTION ITEMS:

1. Meeting Update – No new meetings. Secretary Patterson briefed the BOD that Cal Rural Water had been assigned as the assisting party for the completion of the construction application process.

2. Grant Checking Account Report – Secretary Patterson briefed the BOD that a new disbursement, disbursement # 12, had been received from the state and the associated expenses would be discussed in item E-4. President Hunter asked the BOD if there were any additional questions; None.

3. AVHCWD / GSW Interconnection Agreement – DRAFT: BOD Review / Comments: Secretary Patterson asked the BOD if there were any questions or concerns, from the BOD, related to the DRAFT agreement; none reported from the BOD. President Hunter advised staff to submit the DRAFT agreement to legal counsel for review. President Hunter asked the BOD if there were any additional questions; None.

4. Approve Accounts Payable/Pay Warrants (Bills to be paid) – Action Item – Secretary Patterson briefed the BOD on the invoices to be paid related to the grant project.

By Vice-President Woody to approve Grant Project related expenses as presented; second by Director Kaminsky. Yes: Hunter, Woody, Kaminsky & Roberson. No: None. Abstain: None. Absent: Duwel.

DISCUSSION/INFORMATION:

1. November 2019 Delinquency. (Verbal) – Secretary Patterson informed the BOD that in the month of November, 0 tag notices were mailed, 4 door tags were hung, and 0 services were turned off. President Hunter asked the BOD if there were any additional questions; None.
2. Profit/Loss: November 2019 – Secretary Patterson briefed the BOD on the P&L report for the month of November 2019. President Hunter asked the BOD if there were any additional questions; None.
3. Revenue Report: November 2019 – Secretary Patterson briefed the BOD on the Revenue report for the month of November 2019. President Hunter asked the BOD if there were any additional questions; None.
4. Senate Bill No. 998 (California) – BOD Discussion / Comments (Verbal) – The GM briefed the BOD that staff is waiting for additional feedback from legal counsel regarding the DRAFT policy for the topic of SB 998.
5. Upcoming Elections – Director Kaminsky, Director Roberson (Verbal) – Secretary Patterson briefed the BOD that in the 2020 year, Directors Kaminsky and Roberson would be up for election.
6. JPIA / Target Solutions – Harassment Training: Login Credentials (Forthcoming – Verbal) – Secretary Patterson briefed the BOD that staff is working with Target Solutions to establish on-line training protocols for needed training requirements.
7. Upcoming Submittals – W-4, Current Insurance Cards, Form 700 (Verbal) – Secretary Patterson briefed the BOD that new W-4 forms, Form 700 and copies of insurance cards would be needed in the forthcoming month(s).
8. Ordinance # 16 – Revised Capital Connection Charge: FIRST READING – Secretary Patterson briefed the BOD on the needed ordinance to support the BOD decision to lower the capital connection charge and the DRAFT before them was the first reading of that ordinance.
9. Watermaster: 2018-19 WY Verified Production – Alto: 101 AF, Centro: 0 AF (Verbal) – Secretary Patterson briefed the BOD that the Watermaster had verified the reported production, for the 2018-19 WY, as reported by staff.

CONSENT LIST:

1. Approve September 10, 2019 Regular Meeting Minutes.
By Director Roberson to table the September 10, 2019 Regular Meeting Minutes until the January 2020 regularly scheduled BOD meeting; second by Director Kaminsky. Yes: Hunter, Woody, Kaminsky & Roberson. No: None. Abstain: None. Absent: Duwel.
2. Approve October 8, 2019 Regular Meeting Minutes.
By Director Roberson to table the October 8, 2019 Regular Meeting Minutes until the January 2020 regularly scheduled BOD meeting; second by Director Kaminsky. Yes: Hunter, Woody, Kaminsky & Roberson. No: None. Abstain: None. Absent: Duwel.
3. Approve November 12, 2019 Regular Meeting Minutes.
By Director Kaminsky to approve the November 12, 2019 Regular Meeting Minutes as presented; second by Director Roberson. Yes: Hunter, Woody, Kaminsky & Roberson. No: None. Abstain: None. Absent: Duwel.

4. Approve Accounts Payable/Pay Warrants (Bills to be paid).

By Director Kaminsky to approve the Accounts Payable/Pay Warrants (Bills to be paid) as revised and submitted to the BOD; second by Vice-President Woody. Yes: Hunter, Woody, Kaminsky & Roberson. No: None. Abstain: None. Absent: Duwel.

DISCUSSION/ACTION ITEMS:

1. Policy # 5071 – Mobile/Heavy Equipment Operation & Safety – Second Reading / Adoption – Secretary Patterson briefed the BOD that there have been no changes or revisions since the first reading of the policy.

By Director Kaminsky to approve/adopt Policy # 5071 – Mobile/Heavy Equipment Operation & Safety as presented; second by Director Roberson. Yes: Hunter, Woody, Kaminsky & Roberson. No: None. Abstain: None. Absent: Duwel.

2. Consider Revised BOD Meeting Day/Time: Verbal – Secretary Patterson briefed the BOD on the scheduling conflicts for director availability for the second Tuesday of each month for the regularly scheduled BOD meetings.

By Director Roberson that all future regularly scheduled BOD meetings be changed to the third Tuesday of every month; second by Director Kaminsky. Yes: Hunter, Woody, Kaminsky & Roberson. No: None. Abstain: None. Absent: Duwel.

3. AVHCWD Service Line Installation Charges – \$1,600.00 per Service Line – Secretary Patterson reminded the BOD that the prior month’s discussion on this topic was under Discussion/Information and in order to finalize BOD direction, there needs to be an action item referencing the direction to staff.

By Vice-President Woody to charge \$1,600.00 per service line if AVHCWD staff install the service line in question; second by Director Kaminsky. Yes: Hunter, Woody, Kaminsky & Roberson. No: None. Abstain: None. Absent: Duwel.

DIRECTORS COMMENTS:

Director Kaminsky – Merry Christmas and Happy Holidays to all.

President Hunter – Wishes for everyone to have a great Christmas.

ADJOURNMENT MOTION:

On motion of Director Roberson that there being no further business to discuss, the regular meeting be adjourned; second by Vice-President Woody and carried. Meeting adjourned at 6:28 PM. Yes: Woody, Duwel, Kaminsky & Roberson. No: None. Abstain: None. Absent: Hunter.

Matthew K. Patterson, Administrative Secretary-Treasurer

APPROVED:

Larry Hunter, President
Board of Directors