

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

G-1

Tuesday, January 8, 2019

The Board of Directors of Apple Valley Heights County Water District met in regular session and held the regular meeting at 6:02 P.M. at the regular meeting place, 9429 Cerra Vista, Apple Valley, California. The meeting was called to order at 6:02 P.M. BOD Vice-President Woody led the Pledge of Allegiance.

ROLL CALL:

Directors Present: Duwel, Kaminsky, and Woody.
Absent: Hunter & Roberson.
Also Present: General Manager Smith, Secretary Patterson
Public Present: None.
Public Comment: None

MOTIONS:

By Director Duwel to approve the Consent List as listed, with revised G2 (bills to pay); second by Director Kaminsky. Yes: Duwel, Kaminsky, Woody. No: None. Abstain: None. Absent: Hunter, Roberson.

GENERAL MANAGER REPORT:

1. January 2019 – The GM briefed the BOD that all water samples collected came back absent. The GM briefed the BOD that a customer complained of low flow pressure and staff tested district side of service and found the pressure to be acceptable; staff replaced the flow meter, check valve and customer side shut-off for the customer and the customer determined the issue to be a leak on the customer side of the meter. The GM briefed the BOD that SB County crews came and graded the top-half of Cerra Vista (from Horizon to Round Up Way).
2. Efficiency Report – The GM briefed the BOD that the system efficiency continues to decline; the water sales have dropped slightly, but no real obvious reason for declination in efficiency. The GM briefed the BOD that a recent customer request for meter accuracy check was conducted and the meter was tested by McCall's Meter Sales & Service; the test showed the meter to be within acceptable ranges of accuracy. Staff recommended that the well site flowmeters be replaced, within the next 12 months, and this will allow the origination point of water distribution to be analyzed for flowmeter accuracy changes related to efficiency.

GRANT FUNDING UPDATE & PROGRESS/DISCUSSION/ACTION ITEMS:

1. Meeting Agenda – NV5/CRWA/GSW, Progress Meeting (Verbal) – The GM briefed the BOD that there was no new meeting since the month of December, but a meeting would be forthcoming in January 2019.
2. Grant Checking Account Report – Secretary Patterson briefed the BOD that the reason for the changes in the Grant Checking account was due to the need to pay for the Preliminary Title Report for the report associated with the AVHCWD well site.
3. Potholing Service – Contractor Selection – By Director Duwel to select Bess as the contractor to conduct utility/infrastructure location and potholing for Grant required purposes; second by Director Kaminsky. Yes: Duwel, Kaminsky, Woody. No: None. Abstain: None. Absent: Hunter, Roberson.

DISCUSSION/INFORMATION:

1. December 2018 Delinquency. (Verbal) – Secretary Patterson briefed the BOD that 14 tag notices were mailed, 11 door tags were hung and one service was turned off, with that service still remaining off as of the time of the BOD meeting.

2. Profit/Loss – December 2018. Vice-President Woody asked the BOD if there were any questions on the Profit/Loss report for December 2018; None.
3. Revenue Report – December 2018. Vice-President Woody asked the BOD if there were any questions on the Revenue report for December 2018; None.
4. Verified Annual Production: Alto Subarea (Verbal) - Secretary Patterson briefed the BOD that staff received the certified letter back from the Mojave Basin Area Watermaster stating that the annual production, for the 17-18 Water Year, for the district was verified at 102 AF, resulting in a 9 AF replacement obligation.
5. Verified Annual Production: Centro Subarea (Verbal) - Secretary Patterson briefed the BOD that staff received the certified letter back from the Mojave Basin Area Watermaster stating that the annual production, for the 17-18 Water Year, for the district was verified at 0 AF, resulting in 24 AF of Carryover available to transfer/sell in the 18-19 Water Year.
6. Quarterly Production-1st QTR 18-19 Water Year – Secretary Patterson briefed the BOD that the total amount of production for the 1st quarter of the new water year was 22.90 AF (14.08 from well # 3 and 8.82 from well # 4) and this was comparable to the same time period in previous years.
7. Mileage Reimbursement Rate Change (Verbal) – Secretary Patterson briefed the BOD that the IRS had adjusted the mileage reimbursement rate, for 2019, from 54.5 cents/mile to 58 cents/mile.

CONSENT LIST:

1. Approve December 11, 2018 Regular Meeting Minutes.
2. Approve Accounts Payable/Pay Warrants (Bills to be paid).

By Director Duwel to approve the Consent List as listed, with revised G2 (bills to pay); second by Director Kaminsky. Yes: Duwel, Kaminsky, Woody. No: None. Abstain: None. Absent: Hunter, Roberson.

DISCUSSION/ACTION ITEMS:

1. Office Phone, Internet, Field Cell Phone Consolidation: Verizon – The GM briefed the BOD that staff had received a quotation from Verizon that would allow for a consolidation of the office phone, field cell phones and Internet using Verizon Wireless; however, there would be a contract cancellation fee, from Frontier, for current services.

By Director Duwel to table the topic until staff can determine if Verizon will help to pay the contract cancellation fees; second by Director Kaminsky. Yes: Duwel, Kaminsky, Woody. No: None. Abstain: None. Absent: Hunter, Roberson.

CLOSED SESSION:

1. Section 54957: Public employee Performance Evaluation – No reportable action taken by BOD.

By Director Duwel to go into closed session at 1820 hours; second by Director Kaminsky. Yes: Duwel, Kaminsky, Woody. No: None. Abstain: None. Absent: Hunter, Roberson.

By Director Duwel to come out of closed session at 1822 hours; second by Director Kaminsky. Yes: Duwel, Kaminsky, Woody. No: None. Abstain: None. Absent: Hunter, Roberson.

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 Duwel, and carried. Meeting adjourned at 1823 hours. Yes: Duwel, Kaminsky, Woody. No: None. Abstain: None. Absent: Hunter, Roberson.

Matthew K. Patterson, Administrative Secretary-Treasurer

APPROVED:

William Woody, Vice-President
Board of Directors