

**MINUTES of the MEETING**  
**NOVEMBER 18, 2015**  
**6:00 P.M.**

**CALL TO ORDER:** Gary Doyel, Vice-President, called the meeting of the Big Pine Community Services District to order on Wednesday, November 18, 2015 at 6:00 P.M. in the District office.

PRESENT MEMBERS: Gary Doyel, Vice-President  
Bob Steele, Board Member  
David Allen, Board Member

OTHERS: Dave Tanksley, Contractor  
Bobbie Lovig, Secretary

ABSENT: BryAnna Vaughan, President  
Brian Law, Board Member  
Denis Tillemans, Contractor

**AGENDA**

**PUBLIC COMMENTS & PUBLIC HEARING:** There were no public comments.

**MINUTES:** With the change in the time for the meeting to 6:00 p.m., Gary Doyel moved and Bob Steele seconded a motion to approve the minutes of the October 21, 2015 Meeting. Motion carried.

**BILLS AND WARRANTS:** Bob Steele moved and Dave Allen seconded a motion to approve the bills and warrants incurred from October 21, through November 9, 2015. Motion carried.

**Correspondence:** Letter and documents from the County Clerk-Recorder regarding the Oath of Office that needs to be done on or after December 4, 2015 for the three elected Board Members (Gary Doyel, Dave Allen and Brian Law). An "assuming office" Form 700 also needs to be signed by the two new members (Dave Allen, and Brian Law) at the next meeting. Bobbie will have the documents ready for signature.

**BUSINESS:**

**1. Resignation of Denis Tillemans. Discussion of contractor to take over remaining months of Denis's contract. Motion to approve.**

a. Denis did not attend the meeting or send in his letter of resignation.

- a. There was a discussion of Tanksley/McMurtrie taking over the Sewer Contract duties. Dave Tanksley said he is not ready to take over the sewer contract duties until he receives all the supporting documents and files from Denis. Dave will be getting together with Denis to get the documents before the next meeting.
- b. The Board said that Denis should be paid through December so the documents and duties can be obtained.

**2. Report from McMurtrie/Tanksley.**

- a. Dave McMurtrie went over his report and said it was a very busy October. He did some shut-offs and there was a positive sample for the total coliform in the water at the back-up well.
- b. Dave said an alarm for the pump went off and he thought it may have been radio interference because the pump was secure when he checked it out.
- c. The BOD was 10 so Dave said he will be turning the aerators back on.

**3. Discussion and possible motion to change water conservation stage based on the current conditions.**

- a. The Board discussed the situation and felt that most homeowners have already shut down their irrigating/yard water so their pipes won't freeze so there isn't much yard watering or irrigation.
- b. In order to change the stage, there would need to be several public notices including radio, paper, website and a notice in the next billing.
- c. Even if BPCSD changed the stage, California residents are still under the California state water restrictions.
- d. Action on this item was tabled to the next meeting.

**4. Discussion of proposals for engineering work and bids matrix for reservoir work and for the bidding process. Possible motion to approve.**

- a. This item is tabled again until Dave can contact the three engineering firms he has listed. He sent the requirements to each of them and expects some site visits.
- b. Dave will report the progress at the next meeting.

**NEW BUSINESS:** Bob Steele said the Civic Club and the American Legion are getting together and spending \$35,000 on a walkway from Poplar Street and Hwy. 395 to the kiosk area. It will be 1040' of walkway. Bob put out the idea that BPCSD might consider donating a drinking fountain and installation of it. Bobbie Lovig said BPCSD is non-profit and it has never been authorized to do any donations that she knows of. It would probably have to go to the property owners for a vote. This will be discussed again at the next meeting.

**OTHER:**

1. Dave Tanksley said that even if there is only 1/100 of a percent increase in the CPI, there should be an increase in the sewer charge according to Ordinance #5, Article II Sewer Service Charges, Section 205.

Minutes: November 18, 2015

Bobbie said she didn't add any increase because it was so miniscule. Also, she noted, there will be no Social Security COLA in 2016, which is also based on the CPI. Bobbie said she will discuss it with Denis and find out how he does the calculation. Dave said the increase could go into effect every January since it wasn't done in July this year. This item will be on the agenda in December for discussion and possible motion.

1. Closed meeting regarding a serious delinquency.

**FUTURE AGENDA ITEMS:**

1. Report from Denis Tillemans. Denis's Letter of resignation.
2. Report from McMurtrie-Tanksley.
3. Discussion of contractor to take over remaining 6 months of Denis's contract. Motion to approve.
4. Discussion and possible motion to change water conservation stage.
5. Signing of Oath of Office and Form 700 for Gary, Dave Allen and Brian Law.
6. Discussion of bids matrix for reservoir work and for the bidding process. Possible motion to approve.
7. Election of officers for next two years beginning December 1, 2015. (Elections occur every odd numbered year in December.)
8. Discussion of donation of a water fountain for the kiosk area.
9. Discussion and possible motion regarding CPI increase to sewer rates for 2016.
10. Possible Closed Meeting regarding delinquencies and actions taken.

**NEXT Meeting:** The next meeting is scheduled Wednesday, December 16, 2015 at 6:00 p.m.

**ADJOURNMENT:** There being no other business, Gary Doyel moved and Bob Steele seconded a motion to adjourn the meeting at 6:35 p.m. Motion carried.

Signed,

Bobbie Lovig, Secretary