

MINUTES of the MEETING
FEBRUARY 17, 2016
6:00 P.M.

CALL TO ORDER: BryAnna Vaughan, President, called the meeting of the Big Pine Community Services District to order on Wednesday, February 17, 2016 at 6:02 P.M. in the District office.

PRESENT MEMBERS: BryAnna Vaughan, President
Gary Doyel, Vice-President
David Allen, Board Member

OTHERS: Dave Tanksley, Contractor
Bobbie Lovig, Secretary

ABSENT: Bob Steele, Board Member
Brian Law, Board Member

AGENDA

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

MINUTES: Gary Doyel moved and Dave Allen seconded a motion to approve the minutes of the December 16, 2015 Meeting. Motion carried.

BILLS AND WARRANTS: Gary Doyel moved and BryAnna Vaughan seconded a motion to approve the bills and warrants incurred from December 14, 2015 through February 10, 2016. Motion carried.

Correspondence:

1. **Letter dated January 20, 2016 and received January 26th regarding the Multi-Jurisdictional Hazard Mitigation Plan meeting scheduled for January 28, 2016.** Scanned and sent to Board members January 26, 2016 and discussed at the meeting. BryAnna suggested asking Mark Tillemans to request more lead time for meetings in the future.
2. **Bi-Yearly Conflict of Interest Code: Requirement to Review, Amend or Report.** Bobbie prepared the report and Anna Vaughan signed it. I will be mailed.

BUSINESS:

1. **Update from Mark Tillemans on the Recycle Water Project.**
 - a. Mark reported that the process is slow moving for now with the feasibility study being done at this time for the very best use of the recycled water.
 - b. Mark said a report should be ready some time during the summer. The fiscal agent is being worked out.
 - c. BryAnna requested that BPCSD be a part of the process for the contracts.

2. Discussion of news release regarding Denis Tilleman's retirement from the District.

- a. Bobbie's draft was discussed and modified.
- b. It will be sent to the paper next week.

3. Discussion of Meeting with Holly Alpert held January 27, 2016.

- a. The notes were discussed.
- b. BryAnna wants to add mapping of the CSD infrastructure.
- c. BryAnna asked Bobbie to update the Performance, Tracking and Needs Assessment sheet for the next meeting to include the projects listed on the meeting summary with Holly.

4. Report from McMurtrie/Tanksley.

- a. Dave went over his reports for December, 2015 and January 2016 and explained some of the operations and tasks. He said he is keeping track of the extra hours he has spent on the change-over and will bill the district.
- b. Dave said he bought a new chlorinator and installed it. The old one was sent back for repair.
- c. Dave asked to go into Closed Session to talk about taking over Denis's sewer contractor responsibilities.

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

The Closed Session continued with the discussion of the bids received. The Board received copies of the proposals and will let Dave know their opinions and advice regarding them. Final decision and motion will be at the next meeting in March.

6. Total savings on LADWP billing in 2015 over 2014.

- a. The savings were discussed and Bobbie will keep a running total for 2016.
- b. BryAnna asked Bobbie to find out the replacement for Charlotte Rodriquez at LADWP and let Dave and the Board know.

NEW BUSINESS:

OTHER: Possible closed meeting regarding delinquencies and actions taken. Bobbie said there were 4 serious delinquencies that she sent Disconnection notices to and they were paid or arrangements made for payment.

FUTURE AGENDA ITEMS:

1. Report from McMurtrie-Tanksley.
2. Discussion of bids matrix for reservoir work and for the bidding process. Possible motion to approve.
3. DWP well meeting information.
4. Performance Tracking and Needs Assessment
5. Possible Closed Meeting regarding delinquencies and actions taken.

NEXT Meeting: The next regular meeting is scheduled for Wednesday, March 16, 2016 at 6:00 p.m. (Subsequently changed to March 10.)

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ADJOURNMENT: There being no other business, BryAnna Vaughan moved and Gary Doyel seconded a motion to adjourn the meeting at 8:12 p.m. Motion carried.

Signed,

Bobbie Lovig, Secretary