

DRAFT - UNAPPROVED
MEETING MINUTES
SEPTEMBER 18, 2019
6:00 P.M.

PRESENT MEMBERS: BryAnna Vaughan, President
Gary Doyel, Vice-President
Dave Allen, Board Member
Walt Sharer, Board Member

OTHERS: Dave Tanksley, Contractor
Bobbie Lovig, Secretary

ABSENT: Bob Steele, Board Member

AGENDA

CALL TO ORDER: BryAnna Vaughan, President, called the meeting of the Big Pine Community Services District to order on Wednesday, September 18, 2019 at 6:00 p.m. in the District Office.

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

MINUTES: Gary Doyel moved and Walt Sharer seconded a motion to approve the minutes of the meeting on August 21, 2019. Motion carried.

BILLS AND WARRANTS: Gary Doyel moved and Dave Allen seconded a motion to approve the bills and warrants incurred from August 15, through September 13, 2019. Motion carried.

CORRESPONDENCE: Certificate of Insurance for McMurtrie-Tanksley, Inc. in the amount of \$1,000,000. Information only and to be filed.

OLD BUSINESS:

1. Discussion and possible motion regarding maintenance of fire hydrants.
 - a. There was a lengthy discussion about hydrant maintenance as it is not in Dave Tanksley's contract to do the maintenance, only to replace broken hydrants. The Board would like the BPF to send a letter to BPCSD when hydrants are not working. Life limits of the hydrants were discussed.
 - b. BryAnna asked Bobbie to check the Policy handbook for any hydrant policies and report at the next meeting.

2. Sexual Harassment training date for entire Board and Bobbie to receive training via webcast. (Must be completed by January, 2020.)
 - a. The individual board members decided they would like to do the training from their home computers.
 - b. Walt and Bobbie will receive the training through the computer webcast in the office prior to the next meeting.
3. Report and Updates from McMurtrie-Tanksley.
 - a. Dave said he will get with the Fire Dept. to come to an agreement on an MOU for what constitutes a failed hydrant.
 - b. The Policy manual will be referenced for emergencies. If it doesn't exist, a procurement policy for emergencies needs to be added.
 - c. Dave said it would cost at least \$8,000 and upward to \$12,000 to replace a hydrant. Dave said replacement of hydrants and valves can be added to the list on the grants.
 - d. BryAnna Vaughan moved and Gary Doyel seconded a motion for Dave Tanksley to choose the lowest bid between \$5,000 and \$9,000 for replacement of the broken hydrant on School and Crocker Street. Motion carried.
 - e. Dave went over his August, 2019 report and said the BODs are good. He said the tank has to go down November 4th to drain and it will take 2 weeks to recoat and dry it.
 - f. The flow meter isn't working and it will be replaced.
 - g. Testing for chorination is being done in September.
4. Groundwater Monitoring Plan (OVGA) update. BryAnna reported that there was no meeting in September. There has been a discussion of Mono County pulling out. There is no prioritization yet and there are possible complications with the funds set in place. BryAnna wants to have the OVGA stay together to protect water resources.
5. Update on Water Recycle Project. Neither Bob Steel nor Larry Frielich attended the meeting. This will remain on the agenda for the next meeting.
6. Water data in Inyo County. Not discussed, and to be taken off the agenda.
7. There is an IRWMP meeting in June Lake September 25th. Dave Tanksley and Dave Allen may attend.

NEW BUSINESS:

1. Discussion and motion regarding sending Bobbie to the 2019 Board Secretary/Clerk Conference in November in Monterey for the Advanced Courses offered by CSDA and SDRMA.

- a. Bobbie provided the Board with a copy of the Conference Schedule that listed the advanced courses being offered, some of which include Robert's Rules for Secretaries, Policies and Procedures: What's the Difference?, Transparency and Accountability: Updates on the Brown Act and Conflicts of Interest, Propositions 218 and 26, FPPC Update: Form 700 and Conflicts of Interest, Untangling the Law: Important Legal Updates, and Elections: Understanding the Process.
- b. BryAnna recommended that Bobbie attend to further her knowledge of the courses offered. BryAnna made a motion, seconded by Gary Doyel to approve expenses for the registration fee, travel mileage, hotel, and daily meal allowance to attend the conference November 12-14, 2019. Motion carried.

FUTURE AGENDA ITEMS:

1. Report from Dave Tanksley.
2. Fire Hydrant issues and related policies
3. OVGA updates.
4. IRWMP report.
5. Water recycling project updates with Larry Frielich

OTHER: There was a closed meeting to discuss four disconnection notices.

NEXT MEETING: The next regular meeting is scheduled for Wednesday, October 16, 2019 at 6:00 p.m.

ADJOURNMENT: The meeting was adjourned by President, BryAnna Vaughan at 7:45 p.m.

Signed:

Bobbie Lovig, Secretary