

MEETING MINUTES

JUNE 16, 2021

6:00 P.M.

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

OTHERS: Dave Tanksley, Contractor
Bobbie Lovig, Secretary

AGENDA

CALL TO ORDER: BryAnna Vaughan, President, called the meeting of the Big Pine Community Services District to order on Wednesday, June 16, 2021 at 6:02 p.m. via Tele-Conference.

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

MINUTES: Walt Sharer moved and Gary Doyel seconded a motion to approve the minutes of the MAY 19, 2021. Motion carried.

BILLS AND WARRANTS: Kent Schlick moved and Gary Doyel seconded a motion to approve the bills and warrants incurred May 14, through June 7, 2021. Motion carried.

CORRESPONDENCE: Letter from Big Pine Mini-Storage increasing the rent on the unit from \$95.00 per month to \$125.00.

OLD BUSINESS:

1. **Discussion of Property owners attending meeting.** A verification of vaccination or a mask will be required.
2. **Report from Dave Tanksley**
 - a. The Sanitary Survey went well with a meeting in the office with Dave and Bobbie to fill out required forms.
 - b. Cage Aerators are needed.
 - c. Dave will be sending in some invoices that he explained.
 - d. A discussion about the need for a MOU with the Fire Department about when we replace or repair meters.

3. **Groundwater Monitoring Plan (OVGA update) BryAnna**
Bryanna didn't have a report as there was no meeting and the plan is not final yet. The Board and staff will review it.
4. **IRWMP report.**
 - a. A \$55,000. check was received 6/16/21, so an account will need to be set up with the Auditor for the Phase 1, Round 1. All contractors and employees will need to keep track of expenses and submit receipts.
 - b. The annual budget will include sustainability.
 - c. There will be 2 grants for Round 2.
5. **Updates on Prop. 1 Grant Implementation** - A letter from the Board to Don McGhie regarding the sewer expansion is needed. DWP needs to see the grant and Dave will send it. BryAnna will write the letter.
6. **Auditor requests changes in Budget to adjust Social Security, Unemployment Insurance and worker's Comp.** Bobbie explained the requests and a final budget to be voted on in August will reflect the changes.
7. **Approval of Water/Sewer Contractor for 2021-22 in May.** Kent Schlick moved and Gary Doyel seconded a motion to approve the Tanksley/McMurtrie contract as presented.
8. **Discussion and consideration of compensation for Board Members.**
 - a. BryAnna suggested we call Lone Pine to see how they are compensated.
 - b. The Board decided to submit the questions to the auditor and then to County Counsel, if needed.
9. **Explanation of Workman's Compensation billing.** Bobbie explained the cost is the same as last year for the Workman's Comp with discounts for multi-programs resulting in a lower premium this year.
10. **Review of Commercial Lease for Office Space.** The lease was read and questions remained about the responsibility for maintenance of the cooler, lights, heater, etc. Kent Schlick offered to call the Landlord and get a clarification and/or an addendum.
11. **Discussion of Secretary's request to retire after training for 3 billing periods or by Jan. 31, 2022.**
 - a. Bryanna will compose a job description for an ad for the position. It will be approved at the next meeting.
 - b. Interviews for the position will be done at the September meeting.

NEW BUSINESS:

FUTURE AGENDA ITEMS:

1. Report from Dave Tanksley with reports.
2. OVGA Updates
3. IRWMP report.
4. Update on Prop. 1 Grant implementation for sewer expansion.
5. Approval of Secretary position ad for paper.
6. Interview prospective secretary candidates in September.

OTHER: A closed meeting was not held.

NEXT MEETING: The next regular meeting scheduled July has been cancelled. The next meeting will be Wednesday, August 18, 2021 at 6:00 p.m.

ADJOURNMENT: The meeting was adjourned by President, BryAnna Vaughan at 7:35 p.m.

Signed:

Bobbie Lovig, Board Secretary