**MEETING MINUTES**

**SEPTEMBER 22 , 2021**

**6:00 P.M.**

**PRESENT MEMBERS: BryAnna Vaughan, President**

**Gary Doyel, Vice-President**

**Walt Sharer, Board Member**

**Kent Schlick, Board Member**

**David Allen, Board Member**

**OTHERS: Dave Tanksley, Contractor**

**Bobbie Lovig, Secretary**

**Danielle Mendiburu, employment applicant**

**AGENDA**

**CALL TO ORDER:** **BryAnna Vaughan, President, called the meeting of the Big Pine Community Services District to order on Wednesday, September 22, 2021 at 6:00 p.m.**

**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 August 18, 2021. Motion carried.**

**BILLS AND WARRANTS: Kent Schlick made a motion and Gary Doyel seconded it to approve the bills and warrants incurred June 8, through September 13, 2021. Motion carried.**

**CORRESPONDENCE:**

1. Annual Statement of Carry and Market Valuation from Inyo County Treasurer. Information only.
2. Board Secretary/Clerk Conference October 25-27, 2021 in Anaheim, CA. Information only.

**OLD BUSINESS:**

1. **Report from Dave Tanksley**
   1. Dave has ordered two Tornado Aerators for a total of approx. $8,000 each. BPCSD will need to pay 25% down to get the order started to Fluence. They will send an invoice.
   2. The BOD’s are fine, under 3.
   3. Dave needs 2 chain hoists for $180.00 each at the sewer pond. Browns Supply will weld the swing set for them.
   4. There has been increased testing at the sewer plant for data for the expansion.
   5. Dave elaborated about sewer plant matters. They may need an evaporation liner.
   6. Dave is shipping testing out with Fed-Up. The county has an account, so we can pay their invoices in the future instead of Dave.
2. **Groundwater Monitoring Plan (OVGA update)** – BryAnna said the draft is out to the public for comment. The Administrative draft has some changes.
3. **IRWMP report.** Nothing to report at this time.
4. **Updates on Prop. 1 Grant Implementation**
   1. Tim Rudolph submitted the letter and plans to Don McGhie at DWP. BryAnna read Don’s response.
   2. The project may go beyond time allowance, so Holly Alpert sent an Agreement between ECWA and Project sponsors for SWR P1R1 Grant Extension 09-16-2021 to be approved and signed by the Board President. Walt Sharer made a motion to sign the extension letter, seconded by Kent Schlick. Motion carried.
5. **Motion to approve Final Budgets for FY 2021-22.** Gary Doyel moved and Walt Sharer seconded a motion to approve the final budgets for FY 2021-22. Motion carried.

**NEW BUSINESS:**

1. **Interview for Position of Administrative Services manager with discussion to follow.**
   1. The interview was conducted with Danielle Mendiburu with many questions and discussion.
   2. Gary Doyel made a motion, seconded by Kent Schlick to offer Danielle Mendiburu the position (hourly wage to be determined) with a 3 month probation/training period of 3 months on an hourly basis for approximately 10 hours each week.  Bobbie Lovig will remain on payroll until the end of the year. Once Danielle has completed her probation/ training period, she will work approximately 20-15 hours each week, as needed. Bobbie will be contracted at an hourly rate for any extra assistance needed for billing and other matters.  Motion carried.
2. **Discusssion of water issues at Kiosk – Kent Schlick –** Since water sharing is not allowed, Dave explained how a meter could be installed. Kent needs to find out where the meter would be placed and report at the next meeting.

**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. **Plan for water at the Kiosk.**
6. **Letter to DWP for the back-up generator for wells 415-352.**
7. **Review of job agreement.**

**OTHER:** A closed meeting was not held.

**NEXT MEETING: The next regular meeting scheduled for October 20, 2021 at 6:00 p.m.**

**ADJOURNMENT: The meeting was adjourned by President, BryAnna Vaughan at 8:10 p.m.**

**Signed:**

**Bobbie Lovig, Board Secretary**