**MEETING MINUTES**

**SPECIAL MEETING**

**DECEMBER 14, 2022**

**6:00 P.M.**

**PRESENT MEMBERS: BryAnna Vaughan, President**

 **Gary Doyel, Vice President**

 **Walt Sharer, Board Member**

 **Kent Schlick, Board Member**

 **Jeri Stout, Board Member**

**OTHERS: Dave Tanksley, Contractor**

 **Tim Rudolph, PE**

 **Bobbie Lovig, Board Secretary**

 **Denise Tetrick, Board Secretary in Training**

**AGENDA**

**CALL TO ORDER:** **BryAnna Vaughan, President, called the meeting of the Big Pine Community Services District to order on Wednesday, December 14, 2022 at 6:03 p.m.**

**PUBLIC COMMENTS & PUBLIC HEARING:**

**MINUTES: Kent Schlick made a motion, seconded by Walt Sharer, to approve the minutes as presented for the November 16, 2022, meeting. Motion carried.**

**BILLS AND WARRANTS: Gary Doyel made a motion, seconded by Jeri Stout, to approve the Bills and Warrants from November 8, 2022 through December 5, 2022. Motion carried.**

**CORRESPONDENCE: No correspondence.**

**OLD BUSINESS:**

1. **Report from Dave Tanksley. Dave said there were normal monitoring activities with several Underground Service Alerts.**
2. **Groundwater Monitoring Plan (OVGA) update – There was no meeting.**
3. **Update on Prop 1 Grant Implementation.**
	1. **A meeting Monday on Zoom was attended by BryAnna, Bobbie, Denise, Holly, Allison, Tim Rudolph, Alan Babcock, and the representative from DWR (water resources.**
	2. **Big Pine’s grant is due to end at the end of December. A proposal to extend the grant for 2 years was discussed, as well as abandoning the project. Big Pine would take on exposure for the cost of CEQA**
	3. **BryAnna asked for the costs so far and an estimate for costs for the 2 year extension. Holly will get the costs to date and the amount of funds left for administration. Alan said the insurance costs will be $3,500 for 2 years. Alan Babcock will have a rough budget for BryAnna before the end of the year.**
	4. **Denise will be doing the quarterly reporting with Allison’s help.**
	5. **Tim is working on the CEQA application which includes DWP signing as the land owner and BPCSD as the renter. DWP also wants a hold harmless clause signed.**
	6. **Tim will submit the application to the Planning Department and talk with Don McGhee to move the project along with cooperation from DWP.**
4. **Motion on charge for new hookups that have additional volume requirements. Tabled to a future meeting in the spring.**
5. **Motion to approve Dave Tanksley business title to Tanksley General Engineering Construction. Kent Schlick made the motion, seconded by Gary Doyel to approve Dave Tanksley’s business title to Tanksley General Engineering Construction. Motion carried.**

**NEW BUSINESS:**

1. **Discussion of BPCSD doing the majority of the grant reporting requirements to lower the administrative costs to the CSD.**
	1. **BryAnna said there needs to be a Special Meeting Monday, December 19 to approve the 2 year extension of the P1,R1 grant.**
	2. **It will be a short, call-in meeting.**

**FUTURE AGENDA ITEMS:**

1. **Report from Dave Tanksley with reports.**
2. **OVGA Updates**
3. **Update on Prop. 1 Grant implementation for sewer expansion.**
4. **Motion on charge for new hookups that have additional volume requirements.**
5. **Invite Jen Roeser, Supervisor to the January meeting.**

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

**NEXT MEETING: The next meeting will be a Special Meeting and is scheduled for Monday, December 19, 2022 at 6:00 p.m. via Zoom. The January, 2023 meeting will be held on January 18 unless otherwise posted.**

**ADJOURNMENT: The meeting was adjourned by President, BryAnna Vaughan at 6:40 p.m.**

**Signed:**

**Bobbie Lovig, Board Secretary**