**MEETING MINUTES**

**SPECIAL MEETING**

**JANUARY 18, 2023**

**6:00 P.M.**

**PRESENT MEMBERS: BryAnna Vaughan, President**

 **Gary Doyel, Vice President**

 **Walt Sharer, Board Member**

 **Jeri Stout, Board Member**

**OTHERS: Dave Tanksley, Contractor**

 **Bobbie Lovig, Board Secretary**

 **Denise Tetrick, Board Secretary in Training**

 **Jen Roeser, Inyo County Supervisor**

**ABSENT: Kent Schlick, Board Member**

**AGENDA**

**CALL TO ORDER:** **BryAnna Vaughan, President, called the meeting of the Big Pine Community Services District to order on Wednesday, January 18, 2023 at 6:00 p.m.**

**PUBLIC COMMENTS & PUBLIC HEARING:**

1. **Jen Roeser, Inyo County Suppervisor reported that the fire chiefs are requesting that Inyo County make an ordinance to require all services districts to regularly check all water hydrants. There was a lengthy discussion. Jen will research more information from the districts.**
2. **BryAnna read a resolution from Inyo County regarding storm damage relief. It included a form to fill out. We can pass the information along to any customers, if they request it.**

**MINUTES: Walt Sharer made a motion, seconded by Gary Doyle, to approve the minutes as presented for the December 14, 2022 Special meeting. Motion carried.**

 **Gary Doyle made a motion, seconded by Jeri Stout, to approve the minutes as presented for the December 19, 2022, Special meeting. Motion carried.**

**BILLS AND WARRANTS: Gary Doyel made a motion, seconded by Walt Sharer, to approve the Bills and Warrants from December 8, 2022 through January 11, 2023. Motion carried.**

**CORRESPONDENCE: Tanksley General Engineering Company Certificate of Liability Insurance, information only, to file.**

**OLD BUSINESS:**

1. **Report from Dave Tanksley.**
	1. **Sewer is ok. BODs are at 2, max is 30-45.**
	2. **Need aerators as soon as possible.**
	3. **Battery is getting old. Choline tester needs replacing, Dave will order. DO and Ph meters also needs replacing.**
	4. **Meter reads were a challenge this time with weather and new meter reader being factors.**
	5. **Dave talked about the break in water line at Crocker and School Streets. Dave will get with the road department about the need for a cement barrier for the hydrant on that corner.**
2. **Groundwater Monitoring Plan (OVGA) update – There was no report, no meeting.**
3. **Update on Prop 1 Grant Implementation.**
	1. **There was a Zoom meeting last week with Tim Rodolph with giving an update on the timeline.**
	2. **The County agreed to be the lead for CEQA to extend the lease for two years. LADWP will approve the lease after the CEQA is complete.**
	3. **Tim will get a proposal from Team Engineering to supply CEQA with information for the report.**
4. **Motion on charge for new hookups that have additional volume requirements. Tabled to a future meeting in the spring.**
5. **Report from Bobbie on Denise progress and plans for the year. Motion, if needed. Bobbie read report which entailed which tasks Denise has learned and others that are a one time yearly task. Bobbie said Denise is capable of learning the position. Denise will receive a raise at the end of January and will go on salary after March, while Bobbie will be paid hourly to assist Denise when needed and for the next billings in July, September, November and December so Denise can become proficient in the billing progess.**

**NEW BUSINESS: None**

**FUTURE AGENDA ITEMS:**

1. **Report from Dave Tanksley with reports.**
2. **OVGA Updates**
3. **Update on P1, R1 Grant implementation for sewer expansion.**
4. **Update on P1, R2.**
5. **Charge for new hookups that have additional volume requirements.**

**OTHER: A closed meeting was needed.**

**NEXT MEETING: The next is scheduled for February 15, 2023, unless otherwise posted.**

**ADJOURNMENT: The meeting was adjourned by President, BryAnna Vaughan at 7:47 p.m.**

**Signed:**

**Bobbie Lovig, Board Secretary**