**MEETING MINUTES SEPTEMBER 18, 2024**

**6:00 P.M.**

**PRESENT MEMBERS: BryAnna Vaughan, Board President**

 **Gary Doyel, Board Vice President**

 **Walt Sharer, Board Member**

 **Kent Schlick, Board Member on the phone**

 **Breeanna Ralston, Board Member**

**OTHERS: Denise Tetrick, Administrative Services Manager**

 **Dave Tanksley, Contractor**

**ABSENT:**

**AGENDA**

**CALL TO ORDER:** **BryAnna Vaughan, Board President, called the meeting of the Big Pine Community Services District to order on Wednesday, September 18, 2024 at 6:10 p.m.**

**PUBLIC COMMENTS & PUBLIC HEARING: None**

**MINUTES:, Gary Doyel, made a motion, seconded by Walt Sharer, to approve the minutes with corrections as presented: Dave Tanksley was present at the August 21 2024 meeting, the wrong BryAnna/Breeanna was typed on a motion and a couple of other typing mistakes. The motion carried for the minutes of the August 21 meeting.**

**BILLS AND WARRANTS: Gary Doyel made a motion, seconded by Walt Sharer, to approve the Bills and Warrants from August 21, 2024 through September 11, 2024. Motion carried.**

**CORRESPONDENCE: None**

**OLD BUSINESS:**

1. **Staff Report - Denise Tetrick**
	1. **Denise Tetrick’s name was added to the Signature Authorization form and was approved by the board.**
	2. **Denise’s reimbursement was signed for office supplies.**
	3. **Will look for a sample of a workplace violence prevention plan.**
	4. **BryAnna was reimbursed for most of the Big Pine CSD website expense.**
	5. **No cost for the new water meter on 395. The system existed already.**
	6. **Dave Tanksley explained what he does for disconnect notices.**

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1. **Report from Dave Tanksley.**
	1. **Fat, oil, grease, control program – BryAnna will review the revise ordinance if needed.**
	2. **Backflow Devices test. - The backflow devices are completed for 2024 year.**
	3. **Lead and Copper Rule due October 16, 2024**
	4. **BOD is 3.25. Some work was done on the radio system.**

1. **Groundwater Monitoring Plan (OVGA) updates – no update**

1. **Update on P1, R1 Grant Implementation – Tim will send an emailed for an extension for the same amount. Waiting for DWP to complete the lease.**
2. **Update on P1, R2 Grant – Plans was submitted to DWP.**
3. **Sludge Bed Proposal – Signed on August 21, 2024 and submitted.**

#### **NEW BUSINESS:**

**FUTURE AGENDA ITEMS:**

1. **Staff Report.**
2. **Report from Dave Tanksley.**
3. **Groundwater Monitoring Plan (OVGA) updates.**
4. **Updates on P1, R1 Grant implementation with IRWMP update.**
5. **Update on P1, R2 Grant.**
6. **Motion to approve the updated amendment for fat, oils, and grease ordinance.**
7. **Update on Lead and Copper Rule.**
8. **Vote for a new member to take Walt Sharer position on the board.**

**OTHER: Closed meeting, if needed. - A closed meeting was not needed.**

**NEXT MEETING: The next meeting is scheduled for October 16, 2024, unless otherwise posted.**

**ADJOURNMENT: The meeting was adjourned by BryAnna Vaughan, Board President at 7:00 p.m.**

**Signed**

**Denise Tetrick, Administrative Services Manager**