**UNAPPROVED MEETING MINUTES**

**OCTOBER 16, 2024**

**6:00 P.M.**

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

 **Gary Doyel, Board Vice President**

 **Walt Sharer, Board Member**

 **Kent Schlick, Board Member**

 **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, October 16, 2024 at 6:04 p.m.**

**PUBLIC COMMENTS & PUBLIC HEARING: None**

**MINUTES:, Gary Doyel made a motion, seconded by Walt Sharer, to approve the minutes as presented for the September 18, 2024 meeting. Motion carried.**

**BILLS AND WARRANTS: Gary Doyel made a motion, seconded by Kent Schlick, to approve the Bills and Warrants from September 23, 2024 through October 9, 2024. Motion carried.**

**CORRESPONDENCE: None**

**OLD BUSINESS:**

1. **Staff Report - Denise Tetrick**
	1. **Added a code to Sewer unit for billing purposes for P2, R1 Sludge Bed. Do not make a transfer from Sewer ACO.**
	2. **Letter sign for the P1, R1 extension the request was accepted.**
	3. **December 18th Christie Martindale will attend the board meeting to share more information on the budgets.**
	4. **Certificate of Election: The Oath of Office was given and the documents signed.**

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1. **Report from Dave Tanksley.**
2. **Dave is still working on amending the ordinance for fat, oils, and grease, control program.**
3. **Lead and Copper Rule report has be sent to the state. No lead in water testing. A letter for the Lead and Copper Rule needs to be mailed out with billing statements.**
4. **Water and sewer systems are running well.**

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

1. **Update on P1, R1 Grant - Implementation – Allen Bacock approved the extension of the grant**
2. **Update on P1, R2 Aeration Grant – No report**
3. **P2 R1 Sludge Bed – No report**

#### **NEW BUSINESS:**

1. **Vote for new member for Big Pine CSD board. New member needs to submit a letter of interest. Appointment is needed not a vote.**
2. **Part-time administrative secretary was discussed. A list of duties needs to be submitted to the board.**

**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. **Appointment 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 November 20, 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**