**MEETING MINUTES**

**NOVEMBER 20, 2024**

**6:00 P.M.**

**PRESENT MEMBERS: BryAnna Vaughan, Board President on the phone**

**Gary Doyel, Board Vice President**

**Kent Schlick, Board Member**

**Breeanna Ralston, Board Member**

**OTHERS: Kevin Bigham, Future Board Member**

**Denise Tetrick, Administrative Services Manager**

**Dave Tanksley, Contractor**

**Public represented: Gail Bailey, Jean Marland, Dave Calloway, Margie Steele, Lee Tatum, Kerry Koontz, Chris Cummings, Wiley.**

**ABSENT:**

**CALL TO ORDER:** **BryAnna Vaughan, Board President, called the meeting of the Big Pine Community Services District to order on Wednesday, November 20, 2024 at 6:04 p.m.**

**PUBLIC COMMENTS & PUBLIC HEARING: Discussion and questions were answered about reading the meters and about customer’s statements, it was decided to send out a letter explaining what happened on the increase amounts for this billing cycle.**

**MINUTES:, Gary Doyel made a motion, seconded by Kent Schlick, to approve the minutes as presented for the October 16, 2024 meeting. Motion carried. During the meeting BryAnna clarified that Allen Bacock unofficially agreed to the grant extension agreement. He works for the Eastern California Water Association.**

**BILLS AND WARRANTS: Gary Doyel made a motion, seconded by Breeanna Ralston, to approve the Bills and Warrants from October 18, 2024 through November 8, 2024. Motion carried.**

**CORRESPONDENCE: None**

**OLD BUSINESS:**

1. **Staff Report - Denise Tetrick**
   1. **CSDA – We have to be a member. Dave suggested that we can get estimates from other insurance companies. The name of one is California Rural Water Insurance Company.**

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1. **Report from Dave Tanksley.**
2. **Fat, oils, and grease, control program. Tabled**
3. **Lead and Copper Rule – Approve Service Line Material Notification. This notification will be sent out at a later date. Still working on identifying water lines to homes.**
4. **Water and sewer system – BOD is good. LADWP flushed the well. Replaced an aerator. Ordered an extra one to have on hand.**
5. **Groundwater Monitoring Plan (OVGA) updates – No update**
6. **Update on P1, R1 Grant - Implementation – with IRWMP update. Waiting approval from LADWP.**
7. **Update on P1, R2 Aeration Grant –**
8. **P2, R1 Sludge Bed – Waiting approval from LADWP.**

#### **NEW BUSINESS:**

1. **Appoint new member Kevin Bigham for the Big Pine CSD board – He was appointed and appropriate forms were filled out.**
2. **Part-time administrative secretary was discussed. A list of duties was submitted to the board. A separate list of duties that are done by a secretary verses a bookkeeper will be created.**

**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 Aeration.**
6. **Update on P1, R2 Sludge Bed Project**
7. **Motion to approve the updated amendment for fat, oils, and grease ordinance.**
8. **Update on Lead and Copper Rule.**
9. **Fat, oils, and grease control program.**
10. **Alternate insurance**
11. **Presentation from Christie Martindale**

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

**NEXT MEETING: The next meeting is scheduled for December 18, 2024, unless otherwise posted.**

**ADJOURNMENT: The meeting was adjourned by BryAnna Vaughan, Board President at 7:42 p.m.**

**Signed**

**Denise Tetrick, Administrative Services Manager**