

BIG PINE COMMUNITY SERVICES DISTRICT



MEETING MINUTES

February 19, 2025

6:00 P.M.

PRESENT MEMBERS: BryAnna Vaughan, Board President on the phone
Gary Doyel, Board Vice President
Kent Schlick, Board Member on the phone
Breeanna Ralston, Board Member
Kevin Bigham, Board Member

OTHERS: Denise Tetrick, Administrative Services Manager
Dave Tanksley, Contractor
Jean Marland, Public comments

CALL TO ORDER: Gary Doyel, Board Vice President, called the meeting of the Big Pine Community Services District to order on Wednesday, February 19, 2025 at 6:00 p.m.

PUBLIC COMMENTS & PUBLIC HEARING: Jean Marland asked why the numbers on her January statement was different from the numbers on her November statement. I, Denise, will research it and get back to her.

MINUTES: Gary Doyel made a motion, seconded by Kevin Bigham, to approve the minutes as presented for the December 18, 2024 meeting.
Motion carried.

BILLS AND WARRANTS: Kent Schlick made a motion, seconded by Breeanna Ralston, to approve the Bills and Warrants from December 16, 2024 through January 10, 2025. Motion carried.
Kent Schlick made a motion, seconded by Gary Doyel, to approve the Bills and Warrants from January 10, 2025 through February 14, 2025. Correction will be made on this document to show that this document continued through February 14.
Motion carried.

CORRESPONDENCE: None

OLD BUSINESS:

1. Staff Report - Denise Tetrick
 - a. Kent made a motion to approve an "Operating Transfer In" from the fund balance to sewer budget of \$28,000.00 seconded by Kevin Bigham. Motion carried.
 - b. A customer bought a property on December 10th and feels he doesn't owe past water bill - Contact the new owners and tell him he is responsible for the bill.
 - c. Emailing statements - Maybe in the future.

2. Report from Dave Tanksley.
 - a. Fat, oils, and grease, control program - Dave has contacted the county regarding In-home business.
 - b. Lead and Copper Rule - No mailing has gone out. Dave is still researching who is responsible.
 - c. Water and sewer system - There was discussion about the water run-off for this year. Dave is working with the Rugid programing.
 - d. Cross-Connection Control Plan - Dave will look into a plan.
 - e. Water Quality Emergency Notification Plan - Dave will send it.
- 3 Groundwater Monitoring plan (OVGA) up-date - Meeting on Feb. 27 at 2:00 p.m. in Independence.
4. Update on P1,R1 Grant Implementation with IRWMP update - Continuing the contacts with Lahontan and DWP regarding the sewer pond. Tim Rudolph has been in contact with these organizations.
5. Update on P1, R2 Aeration Grant - Dave is in contact with the county public works about permits.
6. P2, R1 Sludge Bed - Waiting on DWP lease.

NEW BUSINESS:

- a. Part-time administrative secretary - Checking on the conflict of interest. Will create a job description and advertise the position.
- b. Nomination of board officers - After some discussion it was decided to rotate the president's position every year. Kent nominated Gary Doyel for Board President and Gary nominated Kent for Board Vice President. All were in favor of these nominations.

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. Elections of board officers.

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

NEXT MEETING: The next meeting is scheduled for March 19, 2025, unless otherwise posted.

ADJOURNMENT: The meeting was adjourned by Gary Doyel, Board Vice President at 8:00 p.m.

Signed

Denise Tetrick, Administrative Services Manager