

**DRAFT-UNAPPROVED**  
**MINUTES of the MEETING**  
**AUGUST 24, 2016**  
**6:00 P.M.**

**CALL TO ORDER:** BryAnna Vaughan, President called the meeting of the Big Pine Community Services District to order on Wednesday, August 24, 2016 at 6:00 P.M. in the District office.

PRESENT MEMBERS: BryAnna Vaughan, President  
Gary Doyel, Vice-President  
David Allen, Board Member  
Brian Law, Board Member

ABSENT: Bob Steele, Board Member

OTHERS: Dave Tanksley, Contractor  
Bobbie Lovig, Secretary  
Terry Steward, Resident  
David Nam, Deputy County Counsel

**AGENDA**

**PUBLIC COMMENTS & PUBLIC HEARING:** There were no public comments.

**MINUTES:** Gary Doyel moved and Dave Allen seconded a motion to approve the minutes of the July 20, 2016 meeting. Motion carried.

**BILLS AND WARRANTS:** Gary Doyel moved and Bryanna Vaughan seconded a motion to approve the bills and warrants incurred from July 10, through August 15, 2016. Motion carried.

**Correspondence:**

1. Letter from County of Inyo, Office of the Auditor-Controller regarding the completion of the financial audit of 2013-14 and 2014-15 enclosing a letter from Gallina, CPAs as well as 2 copies of the Audit. (see Board Packet for letters – audit available at the meeting.)
2. Letter from Alisha McMurtrie, Treasurer-Tax Collector regarding Annual Statement of Carry and Market Valuation (copy provided at the meeting.)
3. 2017 CSDA Committee and Expert Feedback Team Participation letter and interest form (copy available at the meeting.)

**OLD BUSINESS:**

1. **Report from McMurtrie-Tanksley.** Dave Tanksley presented his July report and explained some of the issues. The BOD was 9
  - a. **Water Service for 221 Dewey St.**
    - 1) Owner Terry Steward attended the meeting and wanted to know the approximate cost of having water and sewer service to her property.

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- 2) Dave estimated the water lateral would be about \$5,000 and Bobbie was asked to look up previous charges to hook into the sewer line. He asked Terry when she would need the service and she said she is just getting information for now. Bobbie will call her for the estimate soon.
- b. **Tank re-coat update.** Dave said in mid-October they can have the system down for half a day and discharge the water into the creek for pre-inspection and then chlorinate.
- c. **Sewer main clean and scope.** Andy will scope and get the meters located for the mapping of the system.
- d. **Motion to approve Tim Rudolph's proposal for mapping of the sewer system and laterals.** There was much discussion and clarification. The Board decided to add some stipulations and reintroduce the proposal at the next meeting.
2. **Motion to approve cost of replacement for generators lost in burglary for insurance claim. Discussion of reimbursing McMurtrie-Tanksley for stolen trash pump.** Dave was unable to get the generator information by the meeting, so this will be tabled to the next meeting.
3. **Boilerplate contractor contract from County Counsel. (David Nam, Deputy to the County Counsel was in attendance.)**
- a) Mr. Nam brought some examples of several types of County boilerplate contracts. There was discussion.
- b) The Board said they greatly appreciated Mr. Nam's efforts and thanked him for his time and the examples. BryAnna asked Mr. Nam if he could send her electronic copies.
4. **Review of Audit documents and motion to accept audit.**
- a) Gary Doyel and Dave Allen came in early, prior to the meeting to review the Audit.
- b) BryAnna asked everyone, who is interested, to review the Audit and it will be discussed and approved at the next meeting.
5. **Information from Holly Alpert and Distin Hardwick (CRWA) on mapping of BPCSD's system for the data base.** BryAnna said she knows there are funds for GIS. BryAnna would like it to be put in a CAD file. Holly will be watching for funds for BPCSD.
6. **Water issues.** Dave Tanksley mentioned the cage aerator pumper issue.

**NEW BUSINESS:**

1. **Capital Improvement plans for 5 and 10 years** will remain on the agenda.

**OTHER:** Closed Meeting

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**FUTURE AGENDA ITEMS:**

1. Approval of Rim Rudolph's proposal for mapping of the sewer laterals.
2. Tank re-coat update, if any.
3. Discussion and approval of audit.
4. Approval of final 2016-17 Budget.
5. Approval of theft expenses.
6. Discussion of buy-in charges when new customer request service.
7. Capital Improvement Plan 5 year and 10 year.

**NEXT Meeting:** The next regular meeting is canceled and moved to a Special Meeting on September 28, 2016 at 6:00 p.m.

**ADJOURNMENT:** There being no other business, Gary Doyel moved and BryAnna Vaughan seconded a motion to adjourn the meeting at 7:57 p.m. Motion carried.

Signed,

Bobbie Lovig, Secretary