

**MEETING MINUTES**  
**JANUARY 17, 2018**  
**6:00 P.M.**

**CALL TO ORDER:** BryAnna Vaughan, President, called the meeting of the Big Pine Community Services District to order on Wednesday, January 17, 2018 at 6:08 P.M. in the District office.

PRESENT MEMBERS: BryAnna Vaughan, President  
Gary Doyel, Vice-President  
Dave Allen, Board Member  
Bob Steele, Board Member

ABSENT: Mark Steele, Board Member

OTHERS: Dave Tanksley, Contractor  
Bobbie Lovig, Secretary

**AGENDA**

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

**MINUTES:** With no changes, Dave Allen moved and Gary Doyel seconded a motion to approve the minutes of the December 20, 2017 meeting. Motion carried.

**BILLS AND WARRANTS:** Dave Tanksley explained his billable time and some of the invoices. Gary Doyel moved and Bob Steele seconded a motion to approve the bills and warrants incurred from December 18, 2017 through January 8, 2018. Motion approved.

**CORRESPONDENCE:**

1. Note from Kevin Carunchio notifying BPCSD of the sale of his home on School Street and expressing his appreciation to the District for the great service he received over the years.
2. Bobbie's letter to SWRCB requesting refund of \$1,380 for 7/1/16-6/30/17 in Annual Permit Fees. Copy attached to Board packet.

**OLD BUSINESS:**

**1. Report and updates from McMurtrie-Tanksley, including explanation of Change Order.**

- a. Dave said the tanks were filled with 6 hours of checking. Project is finished, reports are done and the Notice of Completion will be taken to Independence.
- b. The BOD for December was 5 and all other tests were good.
- c. The sewer line was scoped and weeds and roots were gotten out and the relining of 2 sections will be done.

- d. Dave elaborated on the project and other modifications needed.
  - e. The Change Order was discussed and it will be signed, scanned and e-mailed to Tim Rudolph. It reduces the project by \$3,392.
2. **Weed control at sewer pond** has been completed.
  3. **Approval of invoice from McMurtrie Tanksley for stolen trash pump.** On order as he needs one soon. He will also purchase a second one for about \$800. - \$900 as it is needed. Dave should have the invoice for the next meeting.
  4. **Groundwater Monitoring Plan(SGMA) update and paperwork for full voting member of the GSA.** BryAnna said there was no meeting in January. The group is waiting for the grant award that should be announced next month.
  5. **Any updates on water recycling project.**
    - a. Bob Steele read the RO Anderson report and said it is thorough. Bob is in favor of trading or selling the water.
    - b. Bob said he will attend the Standing Meeting in February and report back to the Board.
  6. **Proposition 1 discussion and motion, if needed.** BryAnna said there are no Prop 1 implementation projects. Holly Alpert will learn more about it but there are no funds to help the JPA. There may be more information later. This will remain on the agenda.

**NEW BUSINESS**

1. **FYI 2.1% CPI or \$.44 added to monthly sewer charges.** Information only.
2. **Motion to approve reimbursement to BryAnna Vaughn for domain and website renewal fees.**
  - a. Bob Steele moved and Gary Doyel seconded a motion to approve reimbursement for domain and website renewal fees.
  - b. BryAnna would like to have her Water/Sewer account credited with the charge instead of issuing a check to her. Bobbie will credit her account when she receives the charge amount.
3. **Motion to approve the increase in budget amounts for unexpected expenses for Tank Project.** The Board and Dave Tanksley discussed the increased expenses for the Tank Project. BryAnna Vaughn moved and Dave Allen seconded a motion to increase the Water APO account by \$100,000 to cover overages in several accounts and have enough in the accounts to complete projects that may be done before the end of the fiscal year. Motion carried.

4. **Jack Stout has sold the building, but has not notified BPCSD (60 day notice required) to discontinue his 2017-18 contract.** Bobbie recommended that the new owner bill for the rent instead of a yearly contract. She will notify Jack Stout of his obligation to notify the Board of discontinuation of his contract.

**OTHER: Closed Meeting** - The property owner discussed at the last meeting paid the outstanding balance in full before disconnection.

**FUTURE AGENDA ITEMS:**

1. **Reports from Dave Tanksley including tank recoat update and capital improvements.**
2. **Approval of invoice from Dave Tanksley for stolen trash pump.**
3. **SGMA information update.**
4. **Water recycling project updates.**
5. **Proposition 1 discussion with BryAnna.**

**NEXT Meeting:** The next regular meeting in February was cancelled. The next meeting is scheduled for Wednesday, March 21, 2018 at 6:00 p.m.

**ADJOURNMENT:** There being no other business, Gary Doyel moved and Bob Steele seconded a motion to adjourn the meeting at 7:50 p.m. Motion carried.

Signed,

Bobbie Lovig, Secretary