

**MINUTES of the SPECIAL MEETING**  
**AUGUST 12, 2015**  
**7:00 P.M.**

**CALL TO ORDER:** BryAnna Vaughan, President, called the Special Meeting of the Big Pine Community Services District to order on Wednesday, August 12, 2015 at 7:02 P.M. in the District office.

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

OTHERS: Dave Tanksley, Contractor  
Denis Tillemans, Contractor  
Bobbie Lovig, Secretary

PUBLIC: Mike Rossi  
Duane Rossi

**AGENDA**

**PUBLIC COMMENTS & PUBLIC HEARING:**

Duane Rossi had comments about the large water/sewer billings for the past two billing periods. He said he thoroughly inspected the entire Restaurant property and could not find any evidence of leakages or high water usage. Dave Tanksley explained how the meter works and that the meter was tested and functioning. It was suggested the water was pirated, but there is no proof. The board will discuss the matter and make decision at the end of the meeting. The decision will be put on the next meeting agenda in the form of a motion for a solution and possible reduction of the bill as the Restaurant has been closed and not in use for over a year.

**MINUTES:** After correcting the spelling of Doug Clair's name on the third page, Gary Doyel moved and Dave Allen seconded a motion to approve the minutes of the Special Meetings of June 17, and July 2, 2015. Motion carried.

**BILLS AND WARRANTS:** After clarification and discussion of some of the bills, Gary Doyel moved and David Allen seconded a motion to approve the bills and warrants incurred from June 10 through July 30, 2015. Motion carried.

**Correspondence:**

1. Letter to Jack Stout regarding replacing the old carpet in the office.
  - a. Bobbie reported that Jack said he will replace the carpet.
  - b. He did not indicate he wanted BPCSD to pay half the cost.
2. BPCSD letter to ESCSD per Dave Tanksley. The letter was a thank you and a request to utilize the services of ESCSD in the future.

**BUSINESS:**

**1. Discussion and possible motion to approve the Bartell Parcel Recycled Water Re-greening Demonstration Project (BPRWP) using recycled water from BPCSD sewer facilities.**

- a. BryAnna Vaughan read a letter from Inyo County Water Department dated July 13, 2015, received August 11, 2015 regarding asking for action by the Board by July 24, 2015. Since that wasn't possible due to the cancelled meeting in July and Mark Tillemans, Supervisor, did not attend this meeting, no action was taken at this time. This item will remain on the agenda.
- b. Mark Tillemans had contacted Dave Allen and Gary Doyel to be on an Ad Hoc Committee meeting, but they hadn't heard anything since that call.
- c. A feasibility study has to happen first. The orchard project may not be in consideration now.
- d. BryAnna Vaughan made a motion to appoint Dave Allen and Gary Doyel to the Ad Hoc committee for the BPRWP project with the understanding that all action would be brought to the Board for consideration. Brian Law seconded the motion. Motion carried.

**2. Report from Denis Tillemans -**

- a. Denis said everything is going well. The BOD is back to normal with 2 full and 2 part-time aerators in use.
- b. Denis said there was a large order of bugs for about \$4,500 from Technichem for the sewer plant.

**3. Report Tanksley-McMurtrie**

- a. Dave submitted his report for June and will supply the July and August report at next month's Board Meeting.
- b. Dave said they are exercising valves, as well as putting in several water meters.
- c. Dave explained how he obtained several bids for the sewer line on South School Street for the \$24,000 deposit from Paulson. He chose Conspec, Inc. from Lee Vining to do the work. It is 85% complete.

**4. Motion to approve invoice for \$19,975.00 to pay Conspec, Inc. for the sewer tie-in at 343 South School Street.**

- a. BryAnna Vaughan moved and Gary Doyel seconded a motion to approve the invoice for \$19,975.00 to Conspec, Inc. to pay for the sewer tie-in. Motion carried.
- b. The above amount is just 85% of the entire billing for this project.

**5. Discussion of how water restrictions are going in Big Pine.**

- a. Dave Tanksley said there has been a big reduction in water use all over California.
- b. Bobbie said she has had only a very few calls about the BPCSD water restrictions and everyone seems to be following the plan.
- c. BryAnna asked Bobbie to print out a comparison of the water usage for Big Pine during the two billing periods of May-July and July-September, 2013 and the same period for 2015 after the next billing in September for the next meeting.

**6. Rossi boundary and need for LAFCO process to include his and other areas not the BPCSD boundary - motion.**

- a. Dave Tanksley explained there could be approximately \$1,500 in fees to get the LAFCO project done. He has been unable to get any information from the county. He is inquiring about adding the Rossi property, as well as other areas in the acquisition, but he needs more information.
- b. Mike Rossi may need to request an extension to have more time to file for the LAFCO process. Mike will look into it and this item will stay on the agenda until action can be taken.

**7. Discussion of change of policy 4020 (Employment of Outside Contractors) to adopt and implement the Uniform Construction Cost Accounting procedures by Local Agencies. County Counsel Response. Motion to approve.**

- a. Gary Doyel moved and Dave Allen seconded a motion to approve the new Policy 4020. Motion Carried.
- b. The new policy will be put into the Policy binder and added on the web page.

**8. Discussion of next steps on Matrix of bids for Reservoir work and the bidding process.**

- a. The Board discussed the timing of the need for the reservoir work and decided to proceed with the process. Dave said the work should be done by the Spring of 2016. Dave and Denis explained what work needs to be done.
- b. The Board discussed the idea of splitting the tank into two units to have a back-up tank.
- c. BryAnna said BPCSD may need an MOU with the tribe for an inter-tie agreement.
- d. BryAnna explained that BPCSD is now a DAC so we don't need to have a 20% match to obtain a grant to help pay for the work. She said that Prop. 1 funds are for improvement of water systems around the state.
- e. The Board asked Bobbie to call all of the contractors that submitted bids last year to see if they want to resubmit their bids for the work and for the Contract Administration by R.O. Anderson.

**9. Review of Back Flow Certificates of Compliance received and verifications/certificates still needed.**

- a. Bobbie reported she has all the Certificates of Compliance except the Glacier View Mobile Home Park and Big Pine

Shell. They have both contacted Bobbie and are working to complete the work.

- a. Bobbie sent the list of back flow names and addresses for Tom Sandlin to do the inspections this fall.
- b. This will be on the agenda in upcoming meetings until all backflows are installed.

10. Bobbie had a handout of the DWP sewer charge savings compared to 2014. There have been substantial savings. Bobbie will continue to track the costs for the rest of the year.

**NEW BUSINESS:** The Board discussed the Rossi Restaurant situation and decided, since the Restaurant has been closed for over a year, the Business charge of \$.90 per BU could be reduced to the residence charge of \$.45 per BU, as well as taking of the late charges for that period. The decision will be put on the agenda for the next meeting and a motion will be done to approve the reduction in Rossi's billing.

**OTHER:** **Closed meeting regarding serious delinquency.**

Bobbie said there are no serious delinquencies at this time that have not been addressed.

**FUTURE AGENDA ITEMS:**

1. Report from Denis Tillemans.
2. Report from McMurtrie-Tanksley.
3. Motion to approve reduction of bill for Rossi Restaurant that has been closed for over a year.
4. Discussion of Jack Stout's request that BPCSD pay for ½ of the carpet expense. Possible motion to approve.
5. Discussion and possible motion to approve the Bartell Parcel Recycled Water Re-greening Demonstration Project (BPRWP) using recycled water from BPCSD sewer facilities.
6. Rossi boundary and need for LAFCO process to include his and other areas not in the BPCSD boundary.
7. Discussion of bids matrix for reservoir work and for the bidding process. Possible motion to approve.
8. Additional Back Flow certificates of compliance received and verifications/certificates still needed.
9. Possible Closed Meeting regarding delinquencies and actions taken.

**NEXT Meeting:**

The next meeting is scheduled for the regular meeting date of Wednesday, September 16, 2015. Gary Doyel said he is unable to attend as he will be out of town on that date.

**ADJOURNMENT:** There being no other business, BryAnna Vaughan moved and Brian Law seconded a motion to adjourn the meeting at 8:40 p.m. Motion carried.

Signed,

Bobbie Lovig, Secretary