

Minutes
Bear Valley Water District
Board of Directors Meeting
Monday, May 16, 2011

Time: 9:00 A.M.

Place: 441 Creekside Drive, Bear Valley, CA 95223

1. Roll Call:

President Bissell called the meeting to order at 9:12 A.M. Directors Nelson, Goodrich, Coffman and Draila were present. District Employees present: GM Julio Guerra and Admin Asst. Tia White.

Community members present: Eric Jung, Gary Hinman, and Kimi Johnson.

2. Approval of Minutes for February 21, 2011:

Director Draila, made a motion to accept the April minutes as read. Director Goodrich seconded the motion. The motion was carried.

3. Public Comment (no action can be taken by the Board on non-agenda matters):

No comments.

4. Correspondence:

- A. Letter from Board President, Jim Bissell, regarding upcoming waste discharge requirements to Mr. James. D. Marshall, Senior Water Resources Control Engineer of the Central Valley Regional Water Quality Control Board (RWQCB).
- B. Bear Valley Water District response to RWQCB on Administrative Draft NPDES permit.
- C. Robert Johnson Accounting audit proposal for the next three fiscal years.

Discussion, Board consensus was to accept proposal, direction given to staff to endorse contract.

5. General Manager's Report

- A. Report of Waste Discharge, update

GM updated the status of the Report of Waste Discharge. The Ad-Hoc NPDES committee, comprised of the General Manager and Directors Goodrich and Draila, the special district

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counsel and District Engineer were commended on the response to RWQCB regarding the administrative draft of the proposed NPDES permit. Loren Harlow of Stoel Rives is setting up a meeting with the Ad-Hoc committee and Pamela Creedon, Executive Officer of the RWQCB.

B. Review of Plant Operations

Directors, GM, & staff discussed peak flows may be expected this year, reservoir levels, freeboard status, and spillway options. GM informed Directors of the new instrumentation vendor, Cooper Controls Inc.

C. Capital Improvement Plan progress

- i. Sewer System Management Plan (SSMP) update, quotes for collection system survey, Capacity Assurance Plan, action item.

The Board and GM discussed how the District is going to upgrade its (SSMP) sewer service maintenance plan this year to comply with state requirements. Video taping and collection system inspections will take place during FY 11/12. GM was directed to prepare an RFP for the cost of getting video footage of the collection system.

- ii. Main Pump Station Flood Control Project, Engineers estimate, RFP, Update

On May 10, 2011, the bids for the Main Pump Station Flood Control project were opened at 10:00 a.m. at the office of the District Engineer, Gary Ghio with GM present. Bids were submitted by three companies: Sutton Enterprises in the amount of \$136,014.020; Groundworks Construction in the amount of \$139, 849.00; and K.W. Emerson in the amount of \$186,640. Discussion ensued regarding contract language, public contract law, financing, and cost breakdown. Director Nelson moved to award Sutton Enterprises the contract, contingent on non-material changes to the contract. The District Engineer, attending via telephone, stated he will clarify the contract language pursuant items discussed. Director Dralla seconded the motion. The motion carried by unanimous vote.

D. Review of Financial Reports

Directors discussed the FY 11/12 budget, potential impacts of state requirements, District operation and maintenance, and the Main Pump Station flood control project. Director Goodrich requested that the developer reimbursement agreement be pursued.

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E. Review of accounts payable

On motion by Director Goodrich and seconded by Director Coffman, payment of the accounts payable as presented in the amount of \$28,623.94 was approved by unanimous vote.

6. Unfinished Business

A. Discussion and possible action on additional capacity studies and allocation of development related costs.

The Board discussed land purchase as a way to get more land for disposal. No action taken.

B. Alternatives for Enabling the BVV EIR to Proceed, action item.

The Ad-Hoc committee and GM met with BVV project developers. The BVV project team asked if the district would take into consideration the Lake Alpine Water Company water meter data. The Board discussed capacity of the treatment facilities, design standards and the possibility of needing a fourth pump in the future. The District Engineer will be consulted on this item. More data required, no action taken.

C. Consideration of Draft Resolution No. 482, Policy As Regards Discharge To Surface Waters, by the Bear Valley Water District, action item.

Director Coffman moved to approve Resolution No. 482, with the following language added: "The Bear Valley Water District Board of Directors hereby declares that there will be no discharge to surface waters *except as an emergency measure as deemed by the General Manager to maintain design conditions of District facilities and prevent uncontrolled releases of effluent.* Director Dralla, seconded and the motion was carried by unanimous vote.

D. Consideration of Draft Resolution No. 483, Cap on Employee Benefits, action item.

The Board needs more information from the budget to make a make a decision on this item. This item is carried over to the next board meeting to be evaluated concurrent with the proposed budget

E. Consideration of Draft Resolution No. 484, Reallocation of Unclaimed Bond Account, action item.

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No action, carried over.

F. Rate Study, action item.

Discussion deferred to 7(A).

G. Office Manager Recruitment Process, update.

Interviews are scheduled to start May 27, 2011. GM, Director Goodrich and Admin. Asst. Tia White will be present for interviews.

7. New Business

A. FY 11/12 Budget Draft. Board Discussion and a possible action item.

Revisited Rate Study, 6(F), an action item. After discussing the first pass through the budget, Director Goodrich moved to instruct District Engineer to start the rate study, not to exceed \$15,000. Director Nelson seconded, motion carried by unanimous vote. No action taken on budget, it will be considered at next meeting.

B. Delinquent Account Review

Mrs. White presented the delinquent account list to the Board. After discussion, the Board asked staff to follow district policy on late fees for delinquent accounts. Staff will prepare a resolution presenting the delinquent accounts list for the county tax roll and setting the public hearing for July 18th, 2011.

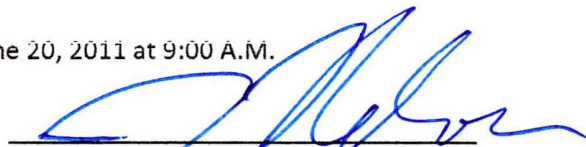
8. Board Members Reports & Comments

President Bissell thanked all Ad-Hoc committees for all their hard work. Board set August Board meeting for review of Connection Fees and possible refunds to be heard.

Adjournment: 2:27 P.M.

Next Board meeting June 20, 2011 at 9:00 A.M.

Minutes Approved By:


Jearl Nelson, Secretary

6/20/11