

Minutes
Regular Meeting
Board of Directors
Bear Valley Water District
Monday, July 20, 2009

Time: 1:00p.m.

The regular meeting of the Board of Directors of the Bear Valley Water District was called to order by President Ritchie at 1:00p.m. at the District Office at 441 Creekside Dr. in Bear Valley.

ROLL CALL: President Ritchie, Directors Orvis, Director Davis, Director Bissell was present by teleconference from Harris and Assoc. 120 Mason Circle, Concord Ca, 94520. An Agenda and public access was available at this location. Employees present, Teresa Tanaka, Deputy Utilities Director of CCWD, Steve Mikesell, Field Manager, Tia White, Office.

APPROVAL OF MINUTES:

Page 2. A small change to an acronym, Page 4 under New Business second to last sentence insert the word after, after District. President Ritchie also stated the average on the plant operation reports is incorrect. Staff stated it is in the formula in Excel and that it would be corrected. To include Joel Barnett's support for Clean Filtrations Tech. Inc. , their concept for the Tertiary Treatment Facility under public comment in the minutes.

GUESTS: Eric Jung, John Mallard, Barbara Goodrich, Julio Guerra.

PUBLIC COMMENT: None

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CORRESPONDENCE: Correspondence from Steven Kaylor, a Bear Valley Resident expressing interest in the Board Position was handed out to each board member prior to the Board meeting. And an updated Resume from Julio Guerra Grade 4.

OFFICE MANAGER'S REPORT:

Review of Financial Activity Reports for the Month of July-

President Ritchie asked for a clarification on Calaveras First. Mrs. White stated that it was the Calaveras Enterprise, for the ads the District placed in the paper. He also asked what the items paid to Hach were for. Steve Mikesell stated that it was an item for getting rid of clogged lines.

One line is 75ft. and the other is 100ft. President Ritchie inquired to the Sheriffs Dept. Bill. Staff stated that it was for Diesel and Gasoline. Invoices received from them are quarterly bills.

Request to pay accounts payable as presented for the month of July 2009- On motion by Director Davis and seconded by Director Orvis the Accounts Payable in the amount of \$32,149.13 for July were approved. All in Favor.

GENERAL MANAGER'S REPORT:

Review of Plant Operations-

Teresa Tanaka, Deputy Utilities Director of CCWD was sitting in for Bill Perley at the July 20, 2009 board meeting.

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GENERAL MANAGER'S REPORT:

Review of Plant Operations- continued-

Mr. John Mallard of CFT Inc; discussed with the Board that after looking at the flow numbers for the past five years; in his opinion he thought that if we used the secondary treatment ponds freeboard as a buffer that maybe we could get by with a smaller Tertiary Treatment facility. The District has been working on Inflow and infiltration and it shows. That the possibility of going down to a 200,000 gallon plant would be cheaper and still meet the districts needs. John stated that he never looked at the ballast pond before as an option. President Ritchie stated that he was very interested in this concept and thought that John had some valid questions.

The Board discussed that it is not effluent coming in that is the problem it is snow that sits on top of the reservoir and snow melting down the sides of the reservoir that is the problem. Director Davis inquired if we can add on components to it if we need it to be enlarged. State restrictions were discussed and President Ritchie stated that the state did not put any restrictions on the District as to the size of the plant.

Director Bissell stated that the cost per gallon for treatment would go up if you had to do installation again at a later date would be better to build the correct size upfront. President Ritchie stated that going back to ask the Public for more money because the plant is not big enough would not go over to well. President Ritchie asked if John Mallard could run some numbers and that possibly the risks are worth the benefit. Director Bissell stated that it makes sense.

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GENERAL MANAGER'S REPORT:

Review of Plant Operations- continued-

Teresa Tanaka stated that you have to look at the broad picture, what about ten years down the road. The Board has to have foresight.

Julio Guerra; Grade 4 Operator stated that you have to deal with not just 100 year rain event but the twenty five year cycle and back in 2005 a number of waste water treatment facilities overflowed This item will be brought back to the Board.

Board members reviewed plant operations for June and July of 2009.

At the June Board meeting Director Orvis asked if we were having any problems with moss. Staff stated that we were but it was under control. Steve Mikesell stated that vegetation was being cut back. A screen was getting clogged and everyone was working on it. Director Orvis stated he was experimenting with different products to control moss, and would keep us posted.

UNFINISHED BUSINESS:

Update on Forest Service Agreement-

This item will be carried over.

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UNFINISHED BUSINESS: continued-

Update on Rossi Sewer Agreement, Lissen Project-

Staff updated the Board on the Rossi Sewer project, the inspection report from Vince Bowers dated July 10, 2009 stated the Television Inspection of the new sewer line on the Rossi Sewer Project has been inspected and has met district standards. One suggestion to the Board by Vince Bowers of CCWD was there are some trees that have been planted over sewer line that should be removed. District staff was directed to check on the location of the trees.

Lissen Project-

Vince Bowers and Teresa Tanaka met with Mr. Tom Colter the contractor the Lissen project for the pre-construction meeting, after visiting the job site an estimate was drafted for the pre-construction meeting, inspection of pipe & bedding. Next steps will be the inspection of back fill and air test, balled and flushing of the line and mandrelled. This item will be carried over.

Update on USDA pre-application submittal-

District staff is working with Frank Risso of the USDA on a pre-application. The Board has chosen two options to apply for. A loan with F&M Bank of Lodi, or a loan with the USDA. The District is continuing to explore which option is the best for the district. A meeting is being set for Frank Risso to come tour the District's facilities and to meet with the District's newly appointed Engineer and the District's plant operations supervisor. The meeting is scheduled for August 7, 2008 at 1:00p.m.

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UNFINISHED BUSINESS: continued-

Letter from Barbara Goodrich-

Ms. Barbara Goodrich wrote a letter to the District asking how the District calculates billing on units over six. Staff had said establishing sewer service rates were based on an Engineering formula. Barbara had asked the Board if it was possible to change the way the district calculates units over 6 and would it be possible to have a cap. Barbara felt that the current method was an unfair method. Staff stated that the best way was to have an engineer check this information and President Ritchie asked Teresa Tanaka if she could ask Bill Perley to review our numbers and comment back to the board. Also part of the discussion was septic systems; discussion of the high water table here and how the tanks failed. This item will be brought back to the board.

Discussion and Possible Board Action on Proposal from John Mallard on Surplus Pilot Program-

The District had claimed the Pilot program as surplus property in the Regular Board meeting of April 20, 2009 and set the minimum bid at \$50,000.00 dollars. Mr. John Mallard presented the board with a proposal to remove all the equipment within the Pilot Plant container. All existing plumbing will be removed after the inlet and outlet valves and capped if requested by the District. All existing electrical used for heating, lights and 110 plug will remain connected inside the container. CFT Inc. will make a single lump sum payment of \$25,000.00 within 7 days of the start of the job.

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UNFINISHED BUSINESS: continued-

The start date is scheduled for August 10, 2009.

President Ritchie asked staff if anyone else has bid on the pilot program. Mrs. White said there was not been any other bids to date. The Board discussed with John Mallard the District keeping the container. John stated that he would take the container or leave it for the bid of \$25,000.00.

The Board discussed the value of the container and how it would be useful to the district. There was discussion of the different ways the district could use it i.e. storage or even as a lab. Teresa Tanaka said that items in the container would not be transferred over to the Tertiary Treatment plant that moving most of the items would not cost effective. On motion by Director Davis and seconded by President Ritchie the decision was to keep the container. Votes were three in favor, one against. Director Orvis objected.

NEW BUSINESS:

Report from Matt Boring, Engineer on Outfall project-

The Board received a letter from Neal Colwell of Eco-Logic Engineering with their recommendations and assessment regarding the outfall facilities. They recommended that follow up training be performed by TESCO the vendor that supplied the equipment. And that a new level transmitter be installed in the creek and offered to come back up to finish programming and fine tuning. It was Eco-Logic's thought that problems with chart recorders and level sensors and valve actuator may be associated with lightning strikes and power surges.

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NEW BUSINESS: continued-

Board members discussed the possibility of a design flaw and wanted to check into the lightning and power surge factor. This item will be carried over.

Update on Ford Construction Retention Payment, items to close out Outfall project- This item will remain on the agenda.

Discussion and Possible Board Action on Resolution No. 469, A Resolution Adopting revisions to the personnel manual (District changes in Rules & Regulations for District Employees) - This item will be carried over, suggestions from Legal Counsel needed.

Discussion and Possible Board Action on Adoption of Resolution No. 470, A Resolution Declaring the 1993 Ford Pick-Up and the 2001 Pick-up As Surplus Property- On motion of Director Davis and seconded by Director Bissell the adoption of Resolution No. 470, declaring two district trucks as surplus. All in favor.

Discussion and Possible Board Action on Approval of Preliminary Budget for 2009-2010. And Possible Board Approval on Resolution No. 471, A Resolution Fixing and Approving Budget for 2009-2010 fiscal year- The Board received assistance from Jeff Meyers and Barbara Goodrich on setting up a budget with an outlook over the next five years. This Budget includes the possible rate increase. Discussion calling the budget preliminary versus final was made due to changes

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NEW BUSINESS: continued-

that will take place at a later date, this fiscal year's budget will need to be amended, the outcome of the Prop. 218 hearing will have an impact on the budget this item will be carried over. On motion by Director Orvis and seconded by Director Davis the Preliminary Budget for 2009-2010 was approved. All in Favor.

Discussion and Possible Board Action on Rate Increase, Introduction of Ordinance Fixing Certain Rates and Charges, Possible Board Action; Adoption of a Resolution Fixing Time and Place of Hearing on Ordinances Fixing Certain Rates and Charges for Sewer Service-

On motion by Director Bissell and seconded by Director Davis, the Public Hearing on the rate increase for sewer service is set for September 14th, 2009 to be held at the Perry Walther Building at 9:00am. To be followed by a Regular Board meeting at 1:00p.m at the District Office at 441 Creekside Drive, Bear Valley, CA.

Discussion and Possible Board Action on Resolution No. 472, A Resolution Directing Delinquent and unpaid sewer service charges added to the 2009-2010 tax roll.

Mrs. White presented a list to the Board of three parcels going to the Auditor's office for the 2009-2010 tax roll on motion by Director Davis and second by Director Bissell the list was approved. All in Favor.

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NEW BUSINESS: continued-

Discussion and Possible Board action on recent Engineering proposals-

Board members at the previous month's meeting formed ad hoc committees to review each engineering proposal submitted to the District. Director Bissell drafted a questionnaire which was submitted to each engineering firm. After reviewing the questionnaire and receiving recommendations from outside professionals in and out of the industry Weber Ghio was highly recommended. On motion by Director Davis and seconded by Director Orvis, Weber Ghio was approved as the Districts engineering firm. All in Favor.

Discussion and Possible Board Action on Correspondence from Tom Butler of Eco-Logic Engineering on Groundwater Monitoring Reporting Services, Scope of Work- Teresa Tanaka also stated that David Woods is the person that does the Ground Monitoring reports for CCWD. This item will be carried over to the next Board meeting.

Discussion and Possible Board Action on Person's interested in Vacancy on Board of Director's position- Mr. Steven Kaylor and Mr. Jeryl Nelson were two individuals that sent in letters of interest. Both men had impressive employment history and in the end Jeryl Nelson was the person the Board picked for the job. On motion by Director Davis and seconded by Director Orvis Jeryl Nelson is the new board member taking Brian Neth's place. All in Favor.

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BOARD MEMBERS REPORTS AND COMMENTS:

The District had put an ad in the local papers soliciting help of a Grade Three operator. A Grade 5 and a Grade 4 operator were both given tours of the facilities. Bill Perley General Manager, recommended to the Board the hiring of Mr. Julio Guerra, Grade 4 operator with administrative experience, former chief plant operator in Lone, CA handling a 1.2 mgd Tertiary Treatment Facility and a .5 mgd pond plant. After Board discussion Bill Perley was giving the authority to hire Julio Guerra. All in Favor.

ADJOURNMENT:

On motion by Director Davis and seconded by Director Bissell the Regular Board Meeting for July 20, 2009 was adjourned. All in Favor.

“This agenda shall be made available upon request in alternative formats to persons with a disability, as required by the Americans With Disabilities Act of 1990 (42U,S,C,#12132) Ralph M. Brown Act. CA Gov. Code # 54954.2, any persons requesting a disability related modification or accommodation in order to participate in the meeting should contact, Tia White at 209-753-2112, during regular business hours, at least 72 hours prior to the meetings. All regular meetings held on the third Mondays of the month at 1:00p.m

“Materials related to an item on this Agenda submitted to the District after distribution of the agenda packet are available for public inspection in the District Office at 441 Creekside Drive, Bear Valley, CA. 95223 during normal business hours. Information on materials in the agenda is also available on the Bear Valley Water District website at bearvalleywater.org, subject to staff’s ability to post the documents before the meeting.” Any material provided to the legislative body at the meeting by agency staff or a member of the legislative body will be available at the public meeting, documents provided by others will be available right after the meeting.

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Approved By; _____
Secretary of the Board