

**MINUTES  
REGULAR BOARD MEETING  
BOARD OF DIRECTORS  
Bear Valley Water District  
Monday, November 17, 2008**

**Time: 100p.m.**

The Regular Meeting of the Board of Directors of the Bear Valley Water District was called to order by President Ritchie at 1:00pm. at the District Office 441 Creekside Drive in Bear Valley, CA.

**ROLL CALL:** Directors Present, President Ritchie, Directors Davis, Orvis, Neth. Director Jim Bissell was at an offsite teleconference location at Harris & Associates office at 120 Mason Circle, Concord CA, 94520 and Agenda and public accessibility was available at this location. There were no calls to request a phone number or agenda for this location.

**APPROVAL OF MINUTES:**

Corrections were on page 1, third line from the bottom. Replace work on with, help eliminate. On page 2 under General Manager's Report replace 500 mgd plant with .5 mgd plant. Under unfinished business update on CFT, replace halo fiber with Hollow. In same sentence add NTU's to 30 in algae readings. Under new business change 300 mgd plant to .3 mgd. On page 5 under New Business continued second paragraph add savings in construction costs to \$11,815,000 down to \$2,500,000. After corrections on motion by Director Neth and seconded by Director Davis the minutes for October 20, 2008 were approved. All in Favor.

**GUESTS:** Eric Jung; Cub Reporter. Ms. Terry Woodrow; Alpine County Supervisor. Paul Petersen; Bear Valley Cross Country. Suzie Lewis, John Mallard CFT Inc.

**PUBLIC COMMENT:** None

**OFFICE MANAGER'S REPORT:**

**Review of Financial Activity Reports-**

President Ritchie had a few questions on the balance sheet. Under line item WIP-Tertiary Phase I pre-design; President Ritchie stated that the amount listed was \$50,000. And shouldn't the pilot program be listed in this amount, Mrs. White stated that she would have to look into this by going into the report on the computer and clicking on the total to get a more detailed number and that these figures are what was paid before July 01, 2008 and everything paid after is on the Budget sheets for this fiscal year and on previous years budgets are grouped into WIP on the balance sheet. These figures are entered into the balance sheet by the auditor at the end of our fiscal year.

**Request to pay the Accounts Payable as presented-**

On motion by Director Neth and seconded by Director Davis the accounts payable in the amount of \$40,381.97 were approved for the month of November. All in Favor.

**Credit Line Activity- None**

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**FIELD MANGER'S REPORT:**

**Review of Plant Operations-**

Steve Mikesell stated that things are going well out on the field. He stated that the Irrigation Pump No. 2 is back on line and that the soft start is also on line with the help of Bob the electrician from CCWD. The Irrigation meters that were sent out to be calibrated are back and certified as per Oscar Biondi's request from Regional Water Quality Control Board. The parts for the generator at the Lake Alpine Boat Ramp are in. Bob the electrician from CCWD is going to assist Steve with this project. Steve stated that some items we need to think about for the next fiscal years Budget is a TV camera for the District. And getting the surge suppression back on line in the equipment house for the irrigation pumps, storage reservoir and ballast pond. It is being address right now.

Questions from Phil were about the flows. Overall flows are down. Phil and Steve discussed the process of transfers and how it is recorded on the State Report.

President Ritchie stated there was a type-o on one of the State Forms, should be .10 and on the report it is listed as 0.10. Mrs. White stated that she did not know how to prevent the computer from imputing that way. Mrs. White will get assistance on this item. President Ritchie stated that Turbidity levels and NTU'S should also be listed on the State report. Mrs. White informed the Board that this is just a portion of the Report that goes to the state. Bill stated the past reports were based on grabs, now they are based on composite samples.

**GENERAL MANAGER'S REPORT:**

**Discussion and Possible Board Action on Review of Plant Operations-**

Bill Perley discussed with John Mallard the need for an Operating & Maintenance report on the Pilot Program. Bill stated that all the equipment in the pilot program is approved by the Health & Human Services. Turbidity levels are at .1 and Bill stated that the District would like to get some data over the next couple of weeks. John said that Frank Dutra will be staying up here for the next couple of weeks to collect data and to make sure that everything is running well and calculations are correct. They will be going over the software.

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**GENERAL MANAGER'S REPORT:**

**Discussion and Possible Board Action on Review of Plant Operations- Continued-**

Bill is working on a letter to Jim Marshall of the RWQCB and sending data of our flow for the last four years. The maximum flow was 329,000 gallons. In a 100 year event, President Ritchie asked if maybe we could get the point of discharge changed. We might be able to get some relief on that from the state. The Bill discussed the last times we over flowed was back in 1999. And Phil stated there is one more card to the equation and that is spraying tertiary treated water on Forest Service Land. The turbidity levels are at .02. And we will still have to put in the Tertiary Treatment Plant. President Ritchie stated that the maximization levels would be less. Bill said that we are going to have the state look at the maximization levels and still go for the 20/1 dilution rate and with the snowmelt added it will not hurt anything to have that high of a dilution rate. Hopefully the State will be open to that.

Board Members and staff discussed all the districts procedures on our land maximization plans and our NPDES permit. Bill Perley suggested to the Board that an Ad Hoc committee be formed to take a look at the metal buildings since the structure of the tertiary treatment plant building seems to be an issue. We have questions on the modules. Bill stated that President Ritchie has the authority to appoint two members to be on the committee. Director Neth suggested Director Bissell and Director Davis.

**ENGINEERS REPORT AND COMMENTS:**

**Review of Regulatory Tasks-**

Board members reviewed the letter dated November 3, 2008 from the Districts Engineer regarding the groundwater monitoring reports and the letter to Mr. Oscar Biondi of Central Valley Region Water Quality Control Board. This letter informs the State that there could be a possible discharge in a heavy winter or spring. It is a Notice of Intent.

**UNFINISHED BUSINESS:**

**Update on Clean Filtration Technology-Pilot Program-**

John Mallard stated that the pilot program is running perfectly. John stated that they did work to increase the snow load capability of the container which should make everyone happy. All the struts were beefed up. All the measurements with the hydro cap filter are working.

John stated that Dow Water Solutions has gotten involved in the pilot program to test their hollow fiber; it is the testing for Title 22 standards. CFT is leaning towards the Dow Solution hollow fiber as the superior solution. Director Davis asked what equipment is required with the hollow fiber. John stated that a UV light is required to be installed for the final tertiary treatment plant but for the pilot program there is a UV light available but they haven't installed it. At this point there is no need to do it unless the Board requires it. John stated that the equipment that is on loan will handle up to 300,000 gallons per day and right now the flows are at 29,000 gallons per day. Director Davis inquired to the use of the 8" pipe being used for proper contact time.

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**UNFINISHED BUSINESS:**

**Update on Clean Filtration Technology-Pilot Program-Continued-**

Phil got confirmation to the equipment working weather the flows are at 13,000 or 300,000 gallons per day. John said that the UV light always has water recycling through it. The UV light does not like to be turned on and off. It has to be sized for 300,000 gallons. Billed stated everything has to be operated according to the State requirements. Board members and staff discussed the procedures and how the treatment pond operates.

Bill stated that is why you have to careful with the design of the plant. When you have low flows like we do now. John stated that this is why they are leaning towards the Dow Hallow Fiber because after it back washes it shuts off. So it could be off for a couple of days and then it could treat what ever is stored say 30,000 gallons.

Director Bissell was asking about the difference in price in Hollow Fibers and John stated they were about the same cost. Director Bissell also had question on if the project would be able to receive a stamp by a California Engineer and be certified by Cal OSHA. Bill stated that we will be working with Mr. Mike McGrew with terms and conditions on this project. And that a draft has been started with CCWD'S help and Mike McGrew. Board members discussed the financial impacts of this project to be discussed further into the Board Meeting.

Director Bissell was wondering what all our options are and repairs to the existing stations. Director Bissell stated that there were concerns on how the future developers would be brought into paying their share of the project President Ritchie stated that a new developer would have to be brought into this through the connection fee. President Ritchie stated that the data shows that the plant is being built around the April, May snowmelt and that a new developer doesn't really add much to the system. That it is the snowmelt that is dictating what we build. Discussion by Board members on connection fees from the Developers would pay down the principal on a loan from the District. Reducing the length of the LLC loan. John stated that the figures on his proposal were on worst case scenario and connections fees were not figured in. Goal would be on paying the principal which would be good for the district.

Director Bissell also had inquiries on life cycles (operations and maintenance costs) of the equipment as well. President Ritchie stated that we will do further investigations into all of this.

John asked about staff training and asked if samples could be taken down when staff sends in our samples to the lab. Steve stated that whatever the Board and his Boss wants. John stated that all the equipment is calibrated and he can go in and look at the raw water readings. Steve said OK. John stated that at a minimum he would like to continue for another couple of weeks and use our staff for testing. Get more data. Director Davis stated that he didn't know why the board wouldn't allow more testing. Bill stated technically we are paying for the project. John stated that according to the contract that

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**UNFINISHED BUSINESS: Continued**

**Update on Clean Filtration Technology-Pilot Program- continued-**

CFT would train Robin and Steve and then they would run it. Director Davis stated that this plant is going to run like the bigger plant and wouldn't it be to the districts advantage to train our staff on running the pilot. Bill stated that the pilot plant has proven that it is going to work. It is anyone's call now it's going to work its state approved. We can do training. President Ritchie stated that our operators that we need to have here, during the winter run out of things to do and have a lot of time. This gives them something to do.

John stated Steve doesn't seem too excited. Steve stated he would do what ever they wanted. He was not the one making decisions here. Bill stated that what we need to do is put SCADA in the office. Director Davis stated that was in the plans of the final plant. Bill stated that is why he had Steve and Robin go down to the Forest Meadows plant to see the operations down there. It would take them about a month of training to operate a tertiary treatment plant. Bill had also suggested that it would be a good idea for the directors to see as well.

**Rossi Sewer Project-Update-Discussion and Possible Board Action-**

Staff discussed the Report from the television inspection report from Vincent Bowers of CCWD after his review of the tapes taken by Roto Rooter. The TV direction was unclear of it being upstream or downstream. A suggestion of doing another TV inspection was made to verify. Line has grease in it and since water was running in front of the camera it could be a possible sag in the line. CCWD viewed the tape as unacceptable from what was seen on the video. Also need map with footages. This item will be carried over.

**Update of Forrest Service Agreement / Update on USFS on vault toilets-**

Mrs. White, Bill Perley discussed with the Board that a Draft report of the study the Forest Service conducted on vault toilets was not available as yet. The Forest Service was checking into the feasibility of putting in vault toilets in the Alpine Basin. It turns out to be a very expensive proposition. They also need more water in that area so the idea of drilling their own well is being considered plus installing all low flow toilets. They are still going over the suggestions by Balance Hydrologics. The Board along with staff discussed the Board Policy that any structure within 150 feet of the Districts collection system must be connected.

**Discussion and Possible Board Action on Tertiary Facilities Lease-Purchase Option-**

Clean Filtration Tech., John Mallard provided the Board with information on creating an LLC to finance a Tertiary Treatment Plant. This summary also included three different options; Assessment District /Public Bid, CFT Project funded by Leasing LLC, Assessment District CFT Project and Leasing LLC. Board members discussed earlier in the meeting how this would have to be investigated. Community feedback on this possible proposal was positive. So far extremely please

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**UNFINISHED BUSINESS: Continued-**

President Ritchie asked staff to work on a budget with this in mind as well as contacting F&M Bank's Susan Barsetti, Asst. Vice President with commercial loans for options. Bill Perley will be working on the terms and conditions agreement with Mike McGrew and CCWD staff.

**Update on RWQCB-Jim Marshall-**

See General Manager's Report page 3.

**NEW BUSINESS:**

**Tertiary Treatment Plant-Update, Requirement, Document, High Level Design Documents, Discussion and Possible Board Action-**

This item was discussed under Tertiary Facilities Lease – Purchase Option on previous page.

**Discussion and Possible Board Action on ACH, nationwide electronic payment network that allows fund to either be credited or debited to a deposit account-**

Mrs. White informed the Board that there have been a lot of inquiries to a direct deposit for rate payers, or automatic bill pay. The Board prior to the Board Meeting received information on F&M Banks ACH program. Bill Perley stated that there is usually a service charge associated with this program. President Ritchie asked staff to check into it.

**Discussion and Possible Board Action on Budget Performance for October, 2008.**

Board recognized the areas that we have spent for repairs, higher energy costs, but there were also savings in rentals of pipes, and pumps due to staff spraying water more efficiently.

**Discussion and Possible Board Action on Districts written document on Terms & Agreements-** Bill Perley working on this item.

**Discussion and Possible Board Action on findings of Salary Survey-**

General Manager Bill Perley stated that a rate increase in the future is inevitable and that bringing salaries up to industry standards would have to be taken into consideration.

**CLOSED SESSION: Section 54957.6 Time: 2:32p.m.**

Consultation with; Board of Directors and General Manager Bill Perley

**PUBLIC EMPLOYEE PERFORMANCE EVALUATION:**

Title: Office Manager, Field Manager, Operator No. 1 grade 1, Operator No. 2 grade 2.

**RETURN TO OPEN SESSION: Time: 2:50p.m.**

Action taken in CLOSED session: No action

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**BOARD MEMBERS REPORT AND COMMENT:** Dave asked Director Bissell and Director Davis to be on the AD HOC committee to check out the modules mentioned by Clean Filtration Tech. It was agreed on by both Directors.

**ADJOURNMENT:**

On motion by Director Davis and seconded by Director Neth the Regular Meeting of the Board of Directors for November 17, 2008 was adjourned. All in Favor.

**APPROVED BY; \_\_\_\_\_**  
**Board Secretary**

**Next Res. No. 465**

**Next Ord. No. 69**

**Next Board Meeting, December 15, 2008**