

JOSHUA BASIN WATER DISTRICT
Minutes of the
REGULAR MEETING OF THE BOARD OF DIRECTORS
November 18, 2009

1. CALL TO ORDER 7:00 PM

2. PLEDGE OF ALLEGIANCE

3. DETERMINATION OF QUORUM: By roll-call:
Gary Given Present
Bill Long Present
Mickey Luckman Present
Mike Reynolds Present
Gary Wilson Present

STAFF PRESENT: Joe Guzzetta, General Manager
Susan Greer, Assistant GM/Controller
Terry Spurrier, HR/Administrative Services Supervisor
Keith Faul, GIS Coordinator
Marie Salsberry, Executive Secretary

GUESTS: 7

4. APPROVAL OF AGENDA

MSC Long/Luckman 5/0 to approve the agenda for the November 18, 2009 Regular Meeting of the Board of Directors.

5. PUBLIC COMMENT

Gary Lovelace of Joshua Tree commented on a document request made by a current Director; Mr. Lovelace also commented that people should not oppose recharge.

Al Marquez of Joshua Tree commented opposing Mr. Lovelace's comments; he also commented that water from the State Water Project is not potable.

6. CONSENT CALENDAR

General Manager Guzzetta requested that item 6C of the Consent Calendar be pulled for discussion.

MSC Long/Luckman 5/0 to approve the minutes of the Regular Meeting of October 21, 2009; to approve the Financial Report for September 2009; to approve the Investment Policy; to authorize the Board President and General Manager to execute documents as necessary to acquire approximately 5,882.4 square feet of property at a cost of \$12,000 behind the District offices; to authorize write-off of two surplus meter reading units and disposal to Bighorn-Desert View Water Agency.

6C. APPROVE HOLIDAY CLOSURES.

GM Guzzetta reported, and the Board took the following action:

MSC Long/Reynolds 5/0 to offer employees one half day off with pay either on Christmas Eve or New Years Eve, and to close at noon on Christmas eve and on New Years Eve.

7. RECOGNITION OF BOARD MEMBER FOR CERTIFICATE IN LOCAL GOVERNMENT LEADERSHIP AND MANAGEMENT

President Given reported that Director Mickey Luckman completed the Special District Institute Leadership and Management Program and received her certificate. Director Luckman was applauded for the accomplishment and she commented that she received a huge amount of information that is worthwhile for the District.

8. 08-09 AUDIT REPORT PRESENTATION FROM MESSNER & HADLEY

Paul Messner of Messner & Hadley reported on the District's audited financial statements for the fiscal year 2008-2009. Mr. Messner commended the accounting staff, noting that the audit process went well and took less time than last year. He reviewed the statements and noted that the District is in a strong position. Assistant General Manager/Controller Greer commended accounting staff Ben Ruffner, Anne Roman, Shirley Bolha and Patricia Freeman for their professionalism throughout the year. Following discussion the Board took the following action:

MSC Reynolds/Luckman 5/0 to approve the 08/09 Audited Financial Statements.

9. TEMPORARY PUBLIC INFORMATION SERVICES

GM Guzzetta reported that a local recruitment process had been completed with several excellent proposals being received. Staff recommendation after reviewing proposals and interviews is to retain Kathleen Radnich. Ad Hoc Public Information Committee members President Given and Director Luckman both commented that they felt Ms. Radnich is the best choice for the District.

MSC Given/Long 4/1 to approve the recommendation to authorize the General Manager to enter into an agreement with Kathleen Radnich for public information services for about six months at a cost estimate of \$25,000.

Given	Aye
Long	Aye
Luckman	Aye
Reynolds	Aye
Wilson	No

10. PARTNERSHIP WITH HI-DESERT MEDICAL CENTER FOR WASTE WATER SERVICES

GM Guzzetta reported that the Hi Desert Medical Center will be expanding and a package wastewater treatment plant will be needed. The county building is also planning expansion that would require a treatment plant and there is a possibility of serving both needs with one treatment plant. The District engineer is currently working with the hospital regarding future need for wastewater treatment.

11. ORGANIZATION OF FIELD OPERATIONS

GM Guzzetta reported that the recruitment effort for the Chief of Operations position was unsuccessful due to several factors. It was proposed that the two Lead Worker positions be reclassified to Supervisor. The Chief of Operations position would remain vacant for a two-year period. Field staff's knowledge, training and responsibility has greatly increased over recent years, making this a good time to implement these changes. The proposed changes would result in a net savings of about \$100,000 for each of the next two fiscal years. Joe Bocanegra would also be available to consult with further training for these positions. Following discussion the board took the following action:

MSC Luckman/Long 4/1 to approve the following staff recommendations: Authorize a reclassification of the Water Operations and Maintenance Lead Worker to Distribution Supervisor; Authorize a reclassification of the Water Production Lead Worker to Water Production Supervisor; Adopt a salary range of \$62,950 to \$81,827 per year for the positions; approve updated job descriptions for the two positions; Ratify the intent of the General Manager not to fill the Chief of Operations position for at least the next two years, or until changes in operations or new economic development warrants filling of the position; Ratify the intent of the General Manager to utilize services of the District Engineer or Joe Bocanegra where necessary.

Given	Aye
Long	Aye
Luckman	Aye
Reynolds	Aye
Wilson	No

12. CONSIDER AMENDMENTS TO 09/10 BUDGET

GM Guzzetta reported, reviewing revenues and the supplemental budget project list. Expenses have gone up due to planned increases in areas of system maintenance and staffing. Revenues are reduced due to a number of factors related to the current economic situation. Several items are still on the supplemental budget list, including pipe replacement. The District has the option to borrow and timing is good as current borrowing costs are low as are current construction costs. Staff will submit an application to USDA for grant and/or loan consideration; however, the District will not be obligated to receive a loan if approved. Board discussion ensued with the consensus being that staff should complete the application and when results are received from USDA the Board can determine whether or not to enter into a loan agreement. President Given recommended that the Board and the Citizens Advisory Committee be involved in discussions at that time.

MSC Luckman/Long 5/0 to adopt the amended 09/10 budget.

13. REPORT ON WELL 11

GM Guzzetta reported on the well that has not been used for several years. The motor is burned out and there is a possibility that the shaft is bent. The well would take quite a bit of work to put back into service. The District has three new wells that will all be online soon, giving the District ample production capacity. There is an option to further investigate the condition of the well by videotaping at an approximate cost of \$5,000. After discussion the following action was taken:

MSC Long/Wilson 5/0 to accept the report and take no further action on Well 11 at this time.

14. PROJECT PRIORITY LIST

There was no discussion of the Project list.

15. PUBLIC COMMENT

Gary Lovelace of Joshua Tree commented on campaign contributions made during the last election.

Al Marquez of Joshua Tree commented refuting Mr. Lovelace's comments.

16. GENERAL MANAGER REPORT

GM noted that regarding an earlier reference to a letter from a Director, that letter was not made available to any member of the public by the General Manager or his staff.

17. DIRECTOR COMMENTS/REPORTS

Director Reynolds reported that he and Director Luckman attended the Special Districts Administration Finance seminar. He felt the information was very helpful for him in understanding the finances of the District. Director Luckman reported that the value of the seminar was learning about finance from a policy point of view. President Given commented on the upcoming Association of California Water Agencies convention and appointed Director Reynolds as the District's voting delegate and Director Luckman as alternate.

18. ADJOURNMENT 9:33 PM

MSC Long/Luckman 5/0 to adjourn the November 18, 2009 Regular Meeting of the Joshua Basin Water District Board of Directors.

Respectfully submitted;



Joe Guzzetta, General Manager

The next Regular Meeting of the Board of Directors is scheduled for December 2, 2009.