

JOSHUA BASIN WATER DISTRICT
BOARD OF DIRECTORS MEETING
MEETING MINUTES
AUGUST 16, 2023

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE – President Floen called the board meeting to order at 5:30 pm.
2. CONSIDERATION OF TELECONFERENCING NOTIFICATIONS OR REQUESTS FROM BOARD MEMBERS. - None
3. DETERMINATION OF A QUORUM – President Floen, Vice President Doolittle, Director Jarlsberg, Director Short, Director Fick

STAFF PRESENT – Director of Finance, Anne Roman, Director of Administration, David Shook, Interim Director of Operations, Jeremiah Nazario, General Manager, Sarah Johnson

CITIZENS ADVISORY COUNCIL PRESENT – None

CONSULTANTS PRESENT – Jeff Hoskinson, Legal Counsel, Kathleen Radnich, Public Outreach Consultant

4. APPROVAL OF AGENDA –
 - 1st - Short
 - 2nd - Jarlsberg5/0/0 motion carried to approve the agenda.
5. PUBLIC COMMENT – None
6. CONSENT CALENDAR –
 - A. DRAFT MINUTES – 06.21.23
 - B. DRAFT MINUTES – 07.19.23
 - C. CHECK REGISTER – MAY 2023
 - D. CHECK REGISTER – JUNE 2023
 - 1st – Doolittle
 - 2nd – Fick5/0/0 motion carried to approve consent calendar.
7. ITEM(S) PULLED FROM CONSENT CALENDAR FOR DISCUSSION – None
8. ACTION CALENDAR
 - A. APPROPRIATION LIMIT FOR FISCAL YEAR 2023/24

Director of Finance, Anne Roman gave her presentation on the Appropriation Limit for the fiscal year 2023/2024. Roman explained the factors of calculation in detail. Roman said that the County will provide us with an estimate for what we will receive in a fiscal year in the month of March. The appropriation amount is based on last year's estimate for the property tax revenues received.

1st – Short

2nd – Fick

5/0/0 motion carried for the Board to adopt Resolution 23-1057.

B. 22/23 BAD DEBT WRITE-OFF OF \$34,791.59

Anne Roman, Director of Finance, made her presentation on the 2022/2023 Bad Debt Write-Off. Roman explained the bad debt statistics and comparisons from years 20/21 and 22/23 and the lien process in detail. Roman mentioned that Director of Administration, David Shook, had arranged with the County the Low-Income Assistance Program (LIWAP) events at the district to help customers with their past due water bills, to help reduce bad debt.

1st – Jarlsberg

2nd – Fick

5/0/0 motion carried for the Board to approve the 2022/2023 Bad Debt Write-Off in the amount of \$34,491.59.

9. INFORMATION ITEMS AND REPORTS

A. GENERAL MANAGERS REPORT –

Interim Director of Operations, Jeremiah Nazario reported on the following:

- Nazario reported there was a leak on Sunday, August 6th. Staff were alerted by the SCADA system. At 9:40 a.m., the field staff were onsite. By 10:30 am field staff had the area isolated, which was in the C zone. Nazario explained that it took a while to assess the situation. It took the field crew some time to dig the hole in a safe manner to get down to the deep pipe depth. It was discovered that there was a slurry coat of concrete over the mainline. The cause of the leak was due to misalignment from a contractor going down to that depth, which put much strain on the main. As a result, there was a bad fracture point to the main. Field staff wrapped up the repairs at 4:00 a.m. the next day. The field staff used 75% of the district equipment to make repairs. No service lines were off the mainline from this leak. Water sampling and extensive flushing were conducted to ensure water quality. There were approximately 920,000 gallons of water loss from the leak. The field staff did an amazing job, they had a rotating crew, there were a lot of moving parts, and people were exhausted but they made it home safely. Nazario said that he was very proud of the field staff.

General Manager, Sarah Johnson reported on the following:

- Introduced seven-year-tenured employee Scott Carpenter, who was recently promoted from Water Operator I, to Interim Production Supervisor.
- Steve Corbin's Celebration of Life will be on Saturday, August 19th at 11:00 a.m.
- SWRCB has had several meetings about the new Chromium 6 regulations and did not make a determination and extended the comment period.
- YouTube is back up on our website. We linked the old YouTube channel to our new YouTube channel. The last board meeting is uploaded to YouTube, which can be accessed from our website. When Executive Assistant, Lisa Thompson returns from vacation, we will start uploading the meetings to YouTube regularly.
- Johnson is working on a board retreat training.
- Johnson reported on her goals set by the last performance evaluation:
 - Johnson has been working with consultant Ray Kolisz to develop an RFP for Capital Improvement Planning along with general engineering services, which will be a big undertaking.
 - Johnson moved the Hazard Mitigation Planning to start sooner than planned to meet the deadline. We have a kickoff meeting scheduled on August 23, 2023. During the meeting, we will develop a timeline for the project. The board has already approved the budget.
 - A new website implementation is on its way and should be rolled out by the end of the year. The new website will have a robust agenda management interface, which has led

us to make the decision to move away with the Granicus implementation. Granicus has proven to be challenging, and clunky. Additionally, the implementation specialist did not fulfill their obligations, making everyone unhappy with the platform. Streamline is more efficient and has everything we need in one place for agenda management.

- We are working on a new agenda template in conjunction with our website, looking to make sure that our branding is uniform across our platforms.
- We will be working on a project list that will be included in the agenda so that everyone can keep up with project statuses.

B. DIRECTOR REPORTS AND COMMENTS -

PRESIDENT FLOEN –

- Reports – Attended the Finance Committee on August 9th and the Copper Mountain Mesa board meeting.
- Comments – Floen mentioned that Kathleen Radnich excused him from going to the Farmer’s Market to attend the CMM board meeting, which was on a Saturday.

VICE PRESIDENT DOOLITTLE-

- Reports – Attended MWA TAC on August 3, 2023.
- Comments – Vice President Doolittle learned from the MWA Tac meeting about an interesting plume of perchlorate that they have been dealing with, which came from an illegal disposal of perchlorate from a residence in Barstow in the mid-1980s. Doolittle shared that MWA is reactivating some deactivated gages because of the increased water and one of them is in pipes wash, looking for places to put all the water they have and managing it, MWA will have 11,000-acre feet left over which they will store in the San Luis Reservoir, and Legislate items and bond acts. Doolittle mentioned that PG&E has grants for Chromium 6.

DIRECTOR JARLSBERG-

- Reports – Attended the WRO Committee on August 9 and MWA board meeting last week.
- Comments – Director Jarlsberg said that MWA had a workshop, consent calendar, and discussed new business. The workshop was about new production in the Mojave Basin area. Jarlsberg mentioned that there is a PowerPoint on the workshop which she found interesting and wanted to share it with everyone. Jarlsberg mentioned that Vice President Hayhurst resigned from the MWA Board of Directors.

DIRECTOR SHORT-

- Reports – Attended the Finance Committee and WRO Committee on August 9 2023.
- Comments – None.

DIRECTOR FICK-

- Reports – Attended the MWA board meeting remotely in early August 2023.
- Comments – Director Fick said that at the MWA board meeting, there was a discussion of a Master plan, \$500,000 study on peripheral streams, and Dot.gov domain. The County hired Granicus to do an STRs issue happening on August 24th.

10. ADJOURNED TO CLOSED SESSION AT 6:54PM - Conference with Legal Counsel – Anticipated Litigation (Govt. Code § 54956.9(d)(4)) – 1 case

RETURNED TO OPEN SESSION AT 7:17PM - General Counsel, Jeff Hoskinson stated no reportable action.

11. ADJOURNMENT

1st – Doolittle

2nd – Short

President Floen called the board to adjourn at 7:17 pm.

Respectfully submitted,



Sarah Johnson, General Manager & Board Secretary