

JOSHUA BASIN WATER DISTRICT
Minutes of the
REGULAR MEETING OF THE BOARD OF DIRECTORS
November 5, 2008

1. **CALL TO ORDER** 7:00 PM

2. **PLEDGE OF ALLEGIANCE**

3. **DETERMINATION OF QUORUM:** By roll-call vote:

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|---------------|---------|
| Bill Long | Present |
| Gary Given | Present |
| Gary Lovelace | Present |
| Gary Wilson | Present |
| Karl Wyne | Present |

STAFF PRESENT: Joe Guzzetta, General Manager
Susan Greer, Assistant GM/Controller
Keith Faul, GIS Coordinator
Marie Salsberry, Executive Secretary

GUESTS: 9

4. **APPROVAL OF AGENDA**

MSC Lovelace/Given 5/0 to approve the agenda of the November 5, 2008 Regular Meeting of the Board of Directors.

5. **PUBLIC COMMENT**

James Corbin of Joshua Tree, a District employee, commented that he was pleased with the results of the recent election.

President Long welcomed Mickey Luckman and Mike Reynolds, who were recently elected to the Board but have not yet taken office.

6. **CONSENT CALENDAR**

MSC Given/Lovelace 5/0 to approve the minutes of the Special Meeting of October 1, 2008; to approve the minutes of the regular meeting of October 1, 2008; to approve the financial report for September 2008; to approve the District's Investment Policy.

7. **REVISIONS IN CUSTOMER DEPOSITS AND RESPONSIBILITY FOR WATER ACCOUNTS TO REDUCE BAD DEBT**

This item had been referred to the Citizens Advisory Committee for discussion and a recommendation to the Board. Assistant General Manager/Controller Greer presented a detailed report that included the Committee's recommendations to reinstate or double the deposit for customers who have a serious delinquent payment history; to require the property owner to pay for bad debt or be responsible for future tenants where tenants

have left with balances owed twice in a twelve month period; and to direct staff to evaluate the amount of the deposit that should be collected after new information is received from using the new computer software. Director Wilson stated, "Well I'd like to just see all the accounts be in the property owners' name, period. Let them be responsible." After further discussion, The following action was taken.

MSC Long/Given 4/1 to accept the recommendations of the Citizens Advisory Committee and that Director Given will work with staff to come up with a solution to be presented to the Board at a future meeting.

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| Given | Aye |
| Long | Aye |
| Lovelace | Aye |
| Wilson | No |
| Wyne | Aye |

8. CONSIDER RESOLUTION 08-841 ALLOWING SALES OF METERS FOR UNDEVELOPED PROPERTIES

General Manager Guzzetta reported that this item is timely as a customer has requested a meter for property where he wants to plant trees now and intends to build in the future; the staff recommended the Board refer the item to a committee to work with staff on this. The Board and staff discussed the issue with Director Wilson commenting, "Well I'm against the sale of any meters for irrigation, period. Because of conservation of water and everything else." "Mr. President, point of order. What you're speaking on is not in the agenda." President Long determined that it was within the agenda topic.

Al Marquez of Joshua Tree asked if a permit is needed from Building & Safety for any property improvement, including installing a meter. Director Given responded that a permit is not needed for a meter installation but is needed to connect water to a faucet. The item was continued to a future meeting.

9. ASSOCIATION OF THE SAN BERNARDINO COUNTY SPECIAL DISTRICTS

GM Guzzetta reported that four seats are open on the Association and asked whether any JBWD Directors are interested in running for one of the positions. President Long and Director Given declined, and Director Wilson stated, "Not Interested"

10. PREPARATION OF DESIGN AND SPECIFICATIONS FOR J-1 BOOSTER RELOCATION

GM Guzzetta reported that the C-2A reservoir will be relocated; in order to put it at the preferred site, and because the J-1 booster station is currently operating at reduced capacity, it is recommended to relocate and replace the J-1 booster station.

Director Wilson stated "No problem with it, I just go back to when we originally back in July talked about it and I asked you where you were going to put the tank and you said to the east and I just didn't see where it was possible without moving something. But it looks like it'll have to be moved." After further discussion the following action was taken:

MSC Wyne/Lovelace 4/0 (1 Abstain) to approve staff recommendation to approve Dudek & Associates Engineers to prepare the design and specifications at a cost of \$20,700 to relocate and upgrade the J-1 booster station to accommodate the relocation of the C-2 reservoir.

| | |
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| Given | Aye |
| Long | Abstain |

Lovelace Aye
Wilson Aye
Wyne Aye

11. CONSIDER \$11,612 INCREASE TO CONTRACT FOR SOFTWARE AND HARDWARE UPGRADES PLUS AUTHORIZE AN ADDITIONAL \$9,000 CONTINGENCY FOR THE PROJECT

AGM/Controller Greer reported that this project has been in the process of implementation for several months and some further needs have been identified. Additionally, no contingency was allowed for this project when it was initially approved. The total amount requested represents approximately ten percent of the original contract price of \$206,000.

MSC Given/Lovelace 5/0 to approve the staff recommendation to approve the \$11,612 increase to the contract for software and hardware upgrades and authorize \$9,000 contingency.

12. CONSIDER \$13,360 BUDGET ADJUSTMENT TO TRAINING EXPENSE ACCOUNT

GM Guzzetta reported that for several years the District spent very little on training. The District is now fully staffed and is catching up on training. The new backflow program will benefit from two employees' recent certification training and further training is planned. Several of the District's field employees have acquired and/or advanced their Distribution and Treatment certifications.

MSC Long/Lovelace 5/0 to approve staff recommendation to approve \$13,360 increase to the training account.

13. HOLIDAY OFFICE SCHEDULE

GM Guzzetta reported that in past years the District has had almost no customer business on the day after Christmas or New Year. Last year the District closed on the two days with employees taking vacation or other leave time.

MSC Lovelace/Given 5/0 to approve staff recommendation to authorize the closure of District offices on Friday, December 26, after the Christmas holiday, and Friday, January 2, after the New Year Holiday, with employees to take a vacation day, or work, on those days; and offer employees one half day off with pay either on Christmas Eve or New Years Eve as has been the tradition for many years.

14. PROJECT PRIORITY LIST

GM Guzzetta reported that the bid opening is next week for the electrical conduit project for Well 16; The District is awaiting delivery of the emergency generators. Basic security is completed at telemetry sites.

15. GENERAL MANAGER REPORT

GM Guzzetta reported that the Notice of Preparation for the Environmental Impact Report for the District's Recharge Project is being prepared.

16. DIRECTOR COMMENTS/REPORTS

Director Lovelace commented on a false accusation made about members of the Board.

Director Wyne congratulated the newly elected directors. Director Given reiterated the sentiment and stated he is looking forward to working with Mike Reynolds and Mickey

Luckman. President Long agreed and said the District has a great staff and is going in the right direction.

17. PUBLIC COMMENT

Al Marquez of Joshua Tree congratulated the persons that were elected to the Board and stated he believes that the community thinks they will do a good job; he also congratulated those that ran for a position but were not elected, and praised their efforts.

18. CLOSED SESSION

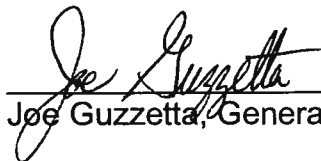
Conference with labor negotiator regarding General Unit; pursuant to Government Code 54957.6. District negotiator: Joe Guzzetta

The Board went to closed session at 8:27 and reconvened in open session at 8:35, reporting the following action was taken by 5-0 vote: The position Water Production Operator I shall be eligible to promote to Water Production II upon completion of appropriate Department of Health Service certification, internal JBWD proficiency, and appropriate performance evaluation as is in place for the Water Construction and Maintenance series.

19. ADJOURNMENT 8:40 PM

MSC Given/Wyne 5/0 to adjourn the November 5, 2008 Regular Meeting of the Board of Directors.

Respectfully submitted;



Joe Guzzetta, General Manager

The next Regular Meeting of the Board of Directors is scheduled for November 19, 2008.