

JOSHUA BASIN WATER DISTRICT
Minutes of the
REGULAR MEETING OF THE BOARD OF DIRECTORS
October 17, 2012

1. CALL TO ORDER: 7:00 PM

2. PLEDGE OF ALLEGIANCE

3. DETERMINATION OF QUORUM:

Frank Coate	Present
Bill Long	Present
Mickey Luckman	Present
Mike Reynolds	Present
Gary Wilson	Present

STAFF PRESENT:

Joe Guzzetta, General Manager
Susan Greer, Assistant General Manager/Controller
Anne Roman, Accountant
Marie Salsberry, Executive Secretary

CONSULTANTS PRESENT:

Gil Granito, District Counsel
Kathleen Radnich, Public Outreach Consultant

GUESTS 7

4. APPROVAL OF AGENDA

MSC Luckman/Long 5/0 to approve the agenda for the October 17, 2012 Regular Board Meeting.

5. PUBLIC COMMENT

None.

6. CONSENT CALENDAR

MSC Luckman/Coate 5/0 to approve the minutes of the October 3, 2012 Regular Board Meeting; to approve the financial report for August 2012; to approve the check audit report for September 2012; to approve the holiday office schedule; to adopt Resolution 12-893 establishing the Appropriation Limit for fiscal year 12/13; and to authorize filing the Notice of Completion for the H-Zone Tank Site Grading project.

7. AWARD OF BID FOR PIPELINE PROJECT

General Manager Joe Guzzetta reported, noting that funding for the project is from 6.2 million dollars in grant funding, one million dollars from Mojave Water Agency and \$249,000 from the Morongo Pipeline Reserve. There was no discussion.

MSC Coate/Long 4/1 to award the bid for Schedule A (Pipeline) to Jones Brothers Construction Company in the amount of \$3,696,235; to make the award contingent on negotiating an agreeable change order to address new Caltrans requirements; and to authorize a budget for this portion of the construction in the amount of \$4,065,858 including a 10% contingency.

Coate	Aye
Long	Aye
Luckman	Aye
Reynolds	Aye
Wilson	No

8. INSTALLATION OF FENCE AT H-ZONE TANK SITE

GM Guzzetta presented the staff report.

MSC Luckman/Coate 5/0 to authorize installation of a fence around the H-Zone Tank Site by Fatty's Fencing Company at a cost of \$12,102.70 and to authorize contingency of \$1,500.00.

9. PROJECT FOR ALTITUDE VALVE AT C2B TANK AND EARTHQUAKE SHUTOFF VALVES AT CB, C-1 AND B TANKS

GM Guzzetta presented the staff report.

Director Long made a motion to authorize purchase of equipment for the above projects at an estimated cost of approximately \$160,000; to authorize a contract to Luna Pacific for the installation of the equipment at a cost of \$38,000, and to authorize adjustment in the Supplemental Budget for the installation cost plus about \$5,000 in additional equipment costs.

Vice President Luckman amended the motion to add 10% contingency for the project.

MSC Luckman/Coate 5/0 to authorize purchase of equipment for the above projects at an estimated cost of approximately \$160,000; to authorize a contract to Luna Pacific for the installation of the equipment at a cost of \$38,000; to authorize adjustment in the Supplemental Budget for the installation cost plus about \$5,000 in additional equipment costs; and to authorize 10% contingency.

10. APPROVE NEW JOB DESCRIPTION FOR LEAD CUSTOMER SERVICE REPRESENTATIVE

GM Guzzetta presented the staff report, stating the proposed Lead Customer Service Representative Position would oversee coordination between the two Customer Service Representative positions and the Accounts Receivable position. This not a supervisory position; the position will report to the Assistant General Manager/Controller.

MSC Luckman/Long 4/1 to authorize the re-classification of one Customer Service Representative to Lead Customer Service Representative; to approve the Lead Customer Service Representative job description; and to authorize a pay range at 10% above the Customer Service Representative or \$35,928 to \$46,702 per year.

Coate	Aye
Long	Aye
Luckman	Aye
Reynolds	Aye
Wilson	No

11. PAYROLL OUTSOURCING

Accountant Anne Roman presented the staff report.

MSC Coate/Luckman 4/1 to authorize the General Manager to enter into a contract with Paychex for payroll services, with a first year cost of approximately \$10,300 including setup, and subsequent year costs of approximately \$8,400.

Coate	Aye
Long	Aye
Luckman	Aye
Reynolds	Aye
Wilson	No

12. EMPLOYMENT AGREEMENT WITH GENERAL MANAGER

Director Long presented the report on behalf of the Ad Hoc Committee, noting that the current

contract expires next month.

MSC Long/Luckman 3/2 to authorize the President to sign an agreement with Joe Guzzetta for continued employment as General Manager of the Joshua Basin Water District.

Coate	No
Long	Aye
Luckman	Aye
Reynolds	Aye
Wilson	No

13. PRESENTATION ON DISTRICT INVESTMENT POLICY

Assistant General Manager/Controller Susan Greer gave a presentation on the District's Investment policy.

14. REVIEW STRATEGIC PLAN SUMMARY

GM Guzzetta reviewed the summary, noting items that have been addressed recently and items that have been completed.

15. COMMITTEE REPORTS

- A. PUBLIC INFORMATION COMMITTEE: Vice President Luckman and Director Long; Kathleen Radnich, Public Outreach Consultant reported on the upcoming ABCs of water in November, and that the District will participate at the local Great California Shakeout tomorrow.
- B. AD HOC GENERAL MANAGER CONTRACT NEGOTIATION COMMITTEE: President Reynolds and Director Long; President Reynolds dissolved the committee.
- C. AD HOC UTILITY SERVICES CONTRACT COMMITTEE: Director Coate and Director Long; GM Guzzetta reported that legal counsel Gil Granito is developing the contract.
- D. AD HOC RECHARGE COMMITTEE: Director Long and Director Coate; The Committee met earlier today to discuss items on tonight's Board agenda.
- E. AD HOC ENGINEERING COMMITTEE: Director Coate and Director Long; met today to discuss items on tonight's Board agenda.
- F. CITIZENS ADVISORY COMMITTEE: Jay St. Gaudens, Chair; Jay St. Gaudens reported the Citizens Advisory Committee met and discussed property owner responsibility for bad debt. The committee also reviewed the Strategic Plan and would like a quarterly update beginning with the February meeting. The committee also reviewed the membership guidelines.

16. PUBLIC COMMENT

Steven Whitman of Joshua Tree commented he missed the CAC meeting and would like for all meetings to be posted publicly in this room.

Jay St. Gaudens commended the Board on award of the recharge pipeline construction contract.

17. GENERAL MANAGER REPORT

GM Guzzetta reported that Citizens Advisory Committee meetings are noticed the same way as the Board meetings; anyone wanting notification should contact the District. He reported on a mainline leak on the pipeline that serves the local hospital, noting that staff did a great job and interacted well with other agencies such as CalTrans and Hi-Desert Medical Center. Repair of the pipeline was very successful; Jim Corbin was the lead on this job.

18. DISTRICT GENERAL COUNSEL REPORT

Legal Counsel Gil Granito reported there will be a Closed Session for item 21B.

19. FUTURE AGENDA ITEMS

None requested.

20. DIRECTORS COMMENTS/REPORTS

Vice President Luckman reported attending the Mojave Water Agency Board meeting where a Resolution to give capacity in the Morongo Pipeline was passed. Director Coate reported attending the Association of San Bernardino County Special Districts (ASBCSD) meeting Monday night where he saw a presentation on water conservation. President Reynolds reported attending the ASBCSD meeting; Joshua Basin Water District hosted and GM Guzzetta was the speaker. President Reynolds noted the general manager's presentation was very well received.

21. CLOSED SESSION:

- A. At this time the Board will go into closed session pursuant to Government Code Section 54957.6 in order for the Board to consult with and instruct the Board's Ad Hoc Negotiation Committee (Mike Reynolds and Bill Long), which is acting as the Board's designated representative and is charged with the responsibility of negotiating a new Employment Agreement with the District's General Manager.
- B. At this time the Board will go into closed session to confer with Legal Counsel pursuant to Government Code Section 54956.9(c) concerning a matter of potential litigation. [one matter- unidentified].

The Board went to closed session to consider item 21.B at 8:10 pm. GM Guzzetta noted that no reportable action is expected to be taken during the closed session.

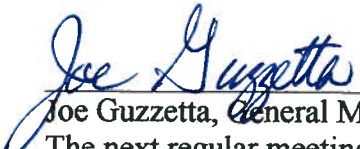
The meeting resumed in open session at 8:28 pm.

Legal Counsel Gil Granito reported that general counsel met with the Board in closed session at 8:10 pm for the purpose noted in Item 21.B; during the closed session general counsel and the general manager led discussion pursuant to Government Code 54956.9(c) on a potential eminent domain litigation matter and no further reportable action was taken. Item 21A was not discussed during the closed session.

22. ADJOURNMENT 8:30 PM

MSC Luckman/Long 5/0 to adjourn the October 17, 2012 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 7, 2012 at 7:00 pm.