

**BEAR VALLEY WATER DISTRICT****BOARD MEETING****May 20, 2019 - 8 A.M.**

Conference Room

441 Creekside Drive, Bear Valley, CA 95223

Call- In Info: 605-475-5920 Access Code: 475-0045

LOCATION 2: 546 LUCILLE DRIVE, INCLINE VILLAGE, NV, 89451

**DECLARATION OF A QUORUM**

President James Bissell called the meeting to order at 8:05 A.M. Directors present were John Boyle, Treasurer, Ken Brown, Secretary, and Gunnar Thordarson, Director, via teleconference. Staff present were Jeff Gouveia, General Manager and Judi Silber, Office Manager. No public present.

*Public comments on agenda items will be limited to 3 minutes or otherwise at the discretion of the Board Chair.*

**PUBLIC FORUM**

Any member of the public may address and ask questions of the Board relating to any matter within the Board's jurisdiction provided the matter is not on the agenda or pending before the Board.

**BOARD BUSINESS****1. The Board will consider adoption of the February 19, 2019 Board Meeting Minutes**

Motion/Boyle Second/Brown to accept the Minutes of the February 19, 2019 meeting as presented.

AYES: Bissell, Boyle, Brown Thordarson

NOES:

ABSENT: Becking

MOTION CARRIED

**2. Review and Directions on Amending District By-Laws - Discussion and Possible Action Item**

Legal Counsel Dan Schroeder attended the meeting via teleconference and addressed in detail each section of the 2010 bylaws. Counsel Schroeder advised the Board of changes that he recommended.

**ACTION: The Board authorized staff to revise and amend the bylaws and present for consideration at the next Board meeting.**

**3. Procurement Policy – Resolution No. 497 - Discussion and Possible Action Item**

Andy Pinasco of Neumiller & Beardsley joined the meeting via teleconference to address the draft procurement policy. Since it was ultimately determined that the District was formed as a California Water District and not a Municipal Water District as initially believed, Pinasco reiterated that the District is not subject to any competitive bid statutes. Pinasco clarified that The District, though it may choose to, is not bound to accept the lowest bid if or when bidding a project. Counsel stated that it is up to the District to establish its own rules for how to handle competitive bidding. The more specific the requirements for public bids the better off the District will be. Pinasco further advised the District to have language in the procurement policy stipulating that the District doesn't have to accept the lowest bid. Counsel stated that the District should disclose in the preamble of the procurement policy that under the California Water District statute the District is not subject to the bidding process. The Board discussed a threshold for letting of projects to competitive bid and Director Thordarson suggested a threshold of \$50K.

**ACTION: The Board authorized Staff to revise the draft procurement policy and present for consideration at the next Board meeting.**

**4. Bear Valley Water District Wastewater Pond Improvement Project – Award Contract**

Discussion and Possible Action Item

Weber, Ghio and Associates (WGA) conducted the bid opening on May 15, 2019 for the WWTP Improvement Project receiving only one bid. The bid received totaled \$166,705. The bid summary was reviewed and discussed by the Board. Based on Engineering's original estimate of \$90,000 for this public works portion of the project, the Board authorized an ad hoc committee to meet with the sole bidder to discuss the bid in greater detail and seek a reduction of costs where possible. The Board also discussed alternatives including trying to find another contractor or deferring the project another year. It was proposed to include a contingency allowance in the budget and to authorize the GM to spend up to \$225K on this project following approval by the ad hoc committee. After the meeting with the contractor the Board authorized a conference call with among the Ad Hoc Committee to determine final action.

Motion/Boyle Second/Brown to form an Ad Hoc Committee consisting of President Bissell and Secretary Brown. Authorizing GM Gouveia to spend up to \$225K on Wastewater Pond Improvement Project. If the bid goes over the \$225K the Board authorizes the Ad Hoc Committee to spend up to \$260K on the project.

AYES: Bissell, Boyle, Brown, Thordarson,

NOES:

ABSENT: Becking

MOTION CARRIED

**5. FY 18 - 19 Budget Amendment Proposal – Discussion and Possible Action Item**

After review and discussion of the FY 18 – 19 Budget Amendment Proposal, the Board moved to approve the proposal.

Motion/Boyle Second/ Brown to accept the FY 18 – 19 Budget Amendment Proposal

AYES: Bissell, Boyle, Brown, Thordarson

NOES:

ABSENT: Becking

MOTION CARRIED

**6. FY 19 - 20 Preliminary Budget Proposal – Discussion and Possible Action Item**

After discussion no further direction was given.

**ACTION: Staff to revise and bring back final budget proposal at the July meeting.**

**7. Operations Report – General Manager**

See Attachment.

**8. Financial Report – General Manager**

8.1 P&L and Balance Sheet Reports - Discussion and Possible Action Item

Motion/Boyle Second Brown to accept the P&L and Balance Sheet Reports as presented.  
AYES: Bissell, Boyle, Brown, Thordarson  
NOES:  
ABSENT: Becking  
MOTION CARRIED

8.2 Accounts Payable Report - Discussion and Possible Action Item

Motion/Boyle Second Bissell to accept the Accounts Payable Reports as presented.  
AYES: Bissell, Boyle, Brown, Thordarson  
NOES:  
ABSENT: Becking  
MOTION CARRIED

8.3 A/R & Aging Reports – Discussion

The Accounts Receivable balance as of May 16, 2019 was \$10,506.46. The previous year's balance was \$4,049.83. This could be due OM returning large credit balances back to some customers.

**9. Board Member Reports**

The next board meeting was set for Monday, July 22, 2019 at 9:00 A.M.

President Bissell adjourned the meeting at 11:30 A.M.



Ken Brown, Secretary BVWD Board of Directors  
Alpine County, CA



ATTEST:



Judieth L. Silber

Office Manager

Bear Valley Water District

# AGENDA ITEM

DATE: MAY 20, 2019

TO: BVWD BOARD OF DIRECTORS

FROM: JEFF GOUVEIA, DISTRICT GENERAL MANAGER

RE: MONTHLY OPERATIONS REPORT

---

1. Collections, Treatment & Disposal Operations - Update

a. Flows - Influent Flows & Pond Transfers

Influent flows May 1 – 16, 2019 3.149(MG)

Transferred to PR 2.756 (MG)

a. Volumes - Storage, Capacity & Disposal

Highest Lever 2019 – 5/1/2019 = 7079.8' = 48.68 MG = 63.7%

2. Permit Compliance & Monitoring & Reporting Programs (MRPs) - Update

a. WDR MRP - Land Discharge Permit – Compliance & Reporting Update

i. Reporting Matrix – All Monthly Reporting Submitted On-Time

ii. 2018 Annual Operations Report Submitted on 1/30/2019

iii. 22 April 2019 Self-Monitoring Report Review - No violations of the WDRs or MRP Reporting Status

b. NPDES MRP – Surface Water Discharge Permit – Compliance & Reporting Update

i. Reporting Status Matrix – All Monthly Reporting Submitted On-Time

3. Other

a. DSOD Dam Break Analysis / Inundation Mapping – Inundation Study Report Submitted – EAP in Progress

Inundation Study for Bear Valley SH Dam (No. 1088-000) sent to Sharon K. Tapia, Chief, Division of Safety of Dams on March 12, 2019.

b. Director's Terms of Office – Update

Director Ken Brown and Director Gunnar Thordarson' s terms will expire on 05 December 2019.

Both directors have confirmed that they will seek another term of office. The District will call a general election.

c. CWEA Collection System Workshop – May 8, San Ramon

GM Gouveia attended the 2019 SSS-WDR Revisions Collection System Workshop in San Ramon.

The workshop recapped the drivers influencing regulatory change, WDR re-issuance efforts, key potential changes to WDR and their impacts, the causes of high volume SSO discharges, steps agencies can take to assess risk and system resilience, identifying potential risk factors, prioritizing system capital improvements.

CVCWA Annual Conference – May 15, Rancho Cordova

GM attended 2019 CVCWA Conference. The conference covered future policy and compliance efforts, retaining and recruiting staff, State Water Boards water quality concerns, keeping biosolids as a valuable resource in a changing environment, Freshwater Mussel Study Special Project, and practical approaches to old and new challenges.

d. UWPA Local Agency Collaboration Meeting – March 29, Angels Camp

GM attended the Highway 4 Corridor Agencies collaboration meeting regarding natural disasters, regulatory burdens, aging infrastructure, struggles to find funds and resources to maintain the services they provide to our communities.

e. Alpine County Community Development Address Request

The Bear Valley Adventure Company has requested an assigned address for the Warming Hut property from Alpine County. The possible address would be 987 State Route 4. Consequently, BVWD requested that Alpine County consider adding similar addresses for the District's meadow locations. The BVWD pump station and Control building where the treatment ponds are located would be assigned addresses of 995 and 997 State Route 4 respectively.