



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

MINUTES
REGULAR BOARD MEETING

DECLARATION OF A QUORUM

President James Bissell called the meeting to order at 9:14 A.M. Directors present were John Boyle, Treasurer, Ken Brown, Secretary, and Gunnar Thordarson, Director, attended by phone. Staff present included Jeff Gouveia and Judi Silber. 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 July 30, 2018 Board Meeting minutes

Motion/Boyle Second/Bissell to accept the Minutes of the Jul 30, 2018 Meeting as corrected.

AYES: Bissell, Boyle, Brown, Thordarson

NOES:

ABSENT: Becking

MOTION CARRIED

2. Procurement Policy- Resolution No. 497 - Discussion and Possible Action Item

GM Gouveia estimated the cost of the treatment lagoon aeration and baffle upgrade project to be between \$100K to \$150K. GM approached legal counsel to review public contract code law and to determine if this project would meet the threshold for public bidding. Legal counsel reviewed the District's enabling statutes and determined that projects exceeding \$35K must be put out to bid and let the lowest responsible bidder. Legal counsel recommended that the Board adopt a Procurement Policy that explicitly stipulates a Purchasing Agent for the District and clarifies how public projects as well as professional services should be procured. The Board reviewed and discussed the draft Procurement Policy and after a lengthy discussion provided the GM with a series of questions and concerns to be clarified with legal counsel before accepting.

Motion Bissell Second Boyle to authorize GM to engage the District Engineer for a preliminary design for the diffuser/baffle project not to exceed \$25K.

AYES: Bissell, Boyle, Brown Thordarson

NOES:

ABSENT: Becking

MOTION CARRIED

3. Operations Report - General Manager

See Attachment.

4. Financial Report - General Manager

4.1 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

4.2 Accounts Payable Report - Discussion and Possible Action Item

Motion Boyle Second Brown to accept the Accounts Payable Reports as presented.

AYES: Bissell, Boyle, Brown, Thordarson

NOES:

ABSENT:

MOTION CARRIED

4.3 A/ R & Aging Reports – Discussion

The Accounts Receivable balance as of November 15, 2018 was \$<12,058.56> verses the balance on November 15, 2017 of \$36,306.68.

4.4 Reserve Funding – Update

The accounts and final numbers for the Reserve Funding were setup at the end of the fiscal year audit as instructed by the Board of Directors.

4.5 FY 2017-18 Audit - Discussion and Possible Action Item

Treasurer Boyle will contact Mary Cummins, CPA for a consultation or verbal interview concerning the audit and report back to the Board next meeting.

5. Board Member Reports

The next board meeting will be held on Tuesday, February 26, 2019 at 9:00 A.M.

President Bissell adjourned the meeting at 1:15 P.M.



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

ATTEST:



Judieth L. Silber
Office Manager
Bear Valley Water District

