

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

### **DECLARATION OF A QUORUM**

President James Bissell opened the board meeting at 9:11 A.M. Directors present were Vice President Stefaniya Becking, Treasurer John Boyle, and Secretary Ken Brown. Director Gunnar Thordarson joined the meeting remotely from Incline Village, NV.

### **BOARD MEETING**

*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 25, 2016 Board Meeting minutes**

Motion/Boyle Second/Becking to accept the July 25, 2016 Minutes as presented.  
ALL AYES; MOTION CARRIED

#### **2. Operations Report – General Manager**

1. Collection, Treatment & Disposal Operations – Update
  - a. Flows and Volumes - This section omitted due to the report not being available at this time.
2. Permit Compliance & Monitoring & Reporting Programs (MRPs) – Update
  - a. WDR MRP – Land Discharge Permit – Compliance & Reporting Update
    - i. 1<sup>st</sup> Tri-Annual Groundwater Report – Submitted August 23, 2016.
    - ii. 2<sup>nd</sup> Tri-Annual Groundwater Report – Submitted September 23, 2016.

The July 2016 SMR / DRM Reports were submitted on time. The new NPDES Permit effective date was August 1<sup>st</sup>, 2016. The new permit reduced required sampling and lowered the detection limits.

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

- i. R5-2016-0054 – Analytical Methods Report – Submitted August 10<sup>th</sup>.  
The July 2016 SMR / DMR Reports were submitted on time. The new NPDES Permit effective date was August 1<sup>st</sup>, 2016. The new permit reduces required samplings and lowers the detection limits for some constituents during the January - June surface discharge period.

### 3. USFS Special Use Permit – Update

GM Gouveia received a verbal estimate from logger Sean Hammes of \$20-25K to remove the dead trees on the 7 - 10 acres of the 40 acre spray field area. The District can still utilize the area containing the dead trees but work hazards exist with standing dead timber as well as working around downed dead timber. USFS fire staff from Stanislaus NF have provided direction on piling and burning of the dead trees. The timing of the burning, if we elected to move forward on the project, would need to be during a year where the District will not need this acreage to meet land disposal objectives.

### 4. Other

- a. Lake Alpine Boat Ramp Lift Station Satellite Level Monitoring with Alarming Added- Hadronex
- b. Ballast Pond Cellular Level & Temp Monitoring with Alarming – McCrometer - M&K Arnold
- c. Automating Pond Transfer System with Chlorine Monitoring, Alarming, & Lockout – Aqua Sierra
- d. Removed Original 1974 Transfer Switch at Main Pump Station – Pioneer Electric
- e. Removed 1974 Pump Controller at Main Pump Station – Aqua Sierra Control
- f. Main Pump Station 10HP Paco Pump Service – Grundfos
- g. Treatment Lagoon Sonar Mapping –

Initial Mapping Performed, Follow Up Mapping as well as Sludge Judging to follow. Sonar mapping showed what appeared to be the baffles as well as the submerged aeration helixes. The sonar also showed what appeared to be some build up along the sides of the baffle wall and helixes. An initial sample of sludge revealed approximately 4-5" of sludge at the dock. GM hasn't definitively located the inlet and outlet points yet.

- h. Annual Calibrations – Aqua Sierra – Failed Creek Transducer, Failed CL2 Gas Monitor
- i. Equipment House Plumbing Repairs – M&K Arnold
- j. Access Road Maintenance – M&K Arnold

Mike Arnold is working on the access road to the main pump station. He is filling in the ruts with gravel from Lake Alpine Water Company.

- k. Collection Line Jetting – Express Jet

Express Jet jetted the collection line at the known problem areas around the commercial area and condos. GM wants to move forward with the district staff doing the jetting. The District is paying on average of \$7 – \$10K annually to have this job outsourced. GM wants to purchase jetting equipment for the District to do its own jetting,

- l. Collection Line Flushing – BVWD

Staff has been flushing the collection lines around the village.

- m. Lift Station Pumping – El Dorado Septic

El Dorado Septic Company pumps out the lift station every year. The consultants at Environmental Leverage recommended pumping lift stations more often (e.g. twice a year).

- n. Collection Line Repair – Bear Creek – M&K Arnold

Staff found several exposed pipes at Bear Creek. Mike Arnold submitted a work order to encase them in concrete.

o. Manhole Repairs – John Ebbetts Road – M&K Arnold

Mike Arnold repaired manhole on John Ebbetts Road to reduce the risk of damage by loaders clearing the roads in the spring each year.

p. Solid Waste Disposal – Cal Waste

Cal Waste removed a bin filled with hazardous waste. GM plans to have them bring in one more bin to remove additional solid waste collected over the years.

**3. Investment Policies - Discussion and Possible Action Item**

GM presented a draft revised Investment Policy following discussion with Treasurer Boyle on some of the language in the initial draft. Treasurer Boyle was concerned with the inclusion of initial language such "shall" and "must" and recommended changing the wording less restrictive terms such as "strive to". Other changes recommended were for the District to maintain a list of providers, brokers and dealers.

Treasurer Boyle discussed annuities as a potential investment vehicle and noted that annuities are: (1) may tie up the District's money for five years (2) the guarantee by the investment company. Treasurer Boyle recommended including the language which appeared in the first draft stating: "The General Manager and/or/his/her designee(s) shall maintain a list of authorized broker/dealers and financial institutions that are approved for investment purposes. Secretary Brown recommended leaving the "report every month" as is and to make the report available at the District. Treasurer Boyle stated that several changes were made on the chart – Appendix A – Investment Guidelines.

The wording on the column Beyond 5 Years was changed from "Prohibited" to "Board Approval Required". He reiterated safety 1<sup>st</sup> and then liquidity. This new policy gives some flexibility. The District may move from LAIF to the other government approved Cal Trust fund.

Motion/Boyle Second/Brown to accept the Investment Policy with the stated changes.  
ALL AYES; MOTION CARRIED

**4. Financial Report – General Manager**

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

Motion Boyle Second/Becking to approve the P&L and Balance Sheet Reports as presented.  
ALL AYES; MOTION CARRIED

Office Manager Silber stated that the new format of the Performance vs. Budget Report was simply for internal purposes and not a traditional Profit and Loss Statement since the taxes in the report are presented as Operational Expenses.

4.2 Accounts Payable Report - Discussion and Possible Action Item

Motion/Boyle Second/Becking to accept the Accounts Payable Reports as presented.  
ALL AYES; MOTION CARRIED

4.3 A/R & Aging Reports – Discussion

The total credits at July 22<sup>nd</sup> were - \$29,216.21, the total debits were \$106,595.55 for a total A/R of \$77,379.34.

Treasurer Boyle suggested a trending (average) report when presenting the A/R Reports. He suggested that we wait and see what it looks like in August.

4.4 FY2015-16 Audit - Discussion and Possible Action Item

Motion/Bissell Second/Boyle to accept the FY2015-16 Audit as presented.  
ALL AYES; MOTION CARRIED

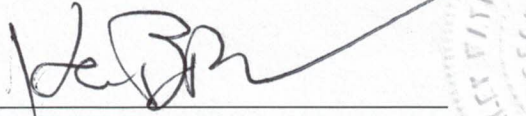
**Action: Include a Management Summary in next year's audit to comply with GASB34.**

**3. Board Member Reports**

Secretary Brown inquired about the foundation being poured at the top of the ski resort.

The next meeting was set for November 21<sup>st</sup> at 9:00 A.M.

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



Ken Brown, Secretary BVWD Board of Directors  
County of Alpine, State of California



**ATTEST:**



Judieth L. Silber  
Office Manager  
Bear Valley Water District