

JOSHUA BASIN WATER DISTRICT  
REGULAR MEETING MINUTES  
WEDNESDAY, OCTOBER 3, 2018

CALL TO ORDER/PLEDGE OF ALLEGIANCE

President Luckman called the meeting to order at 6:30 p.m.

ROLL CALL

Directors Present – President Luckman, Vice President Johnson, Director Floen, Director Hund, and Director Unger.

STAFF PRESENT

Curt Sauer, GM, Mark Ban, AGM – Operations, Susan Greer, AGM/Controller, Sarah Johnson, HR Mgr., and Beverly Waszak, Executive Assistant

CONSULTANTS PRESENT

Kathleen Radnich, Public Outreach

APPROVAL OF AGENDA

Director Unger made a motion to approve the Agenda. Director Floen seconded the motion.

MSC<sup>1</sup> (Unger/Floen) motion carried by the following vote

Ayes: Floen, Hund, Johnson, Luckman, and Unger

Noes: None

Absent: None

Abstain: None

PUBLIC COMMENT – None

CONSENT CALENDAR

- Draft Minutes of September 19, 2018, Meeting of the Board of Directors

Director Unger made a motion to approve the Consent Calendar with a change to the minutes of September 19, 2018, to change the date of the Great Shakeout to Saturday, October 13, 2018. Director Hund seconded the motion.

MSC<sup>1</sup> (Unger/Hund) motion carried by the following vote:

Ayes: Floen, Hund, Johnson, Luckman, and Unger

Noes: None

Absent: None

Abstain: None

GUARANTEE DEPOSIT AND FEES FOR TEMPORARY/CONSTRUCTION METERS – AGM Greer gave the staff report and recommended that the Board approve Resolution No. 18-987 to amend Articles 11.6 and 13.13 of the District's Rules and Regulations. A brief Q&A period followed with the Board.

Director Unger made a motion to approve Resolution No. 18-987 amending Articles 11.6 and 13.13 of the District's Rules and Regulations. Director Floen seconded.

MSC<sup>1</sup> (Unger/Floen) motion carried by the following vote:

Ayes: Floen, Hund, Johnson, Luckman, and Unger

Noes: None

Absent: None

Abstain: None

GEO-VIEWER GIS MAPPING SYSTEM PRESENTATION ON HOW THE NOBEL SYSTEM WORKS – AGM Ban gave a presentation on how the GIS mapping system works and the detail it provides the field crew. A brief Q&A period followed with the Board.

DISTRICT GENERAL COUNSEL REPORT – None

GENERAL MANAGER REPORT – GM Sauer gave AGM Greer the opportunity to discuss InCode with the Board. AGM Greer briefed the Board about the Tyler Technologies, which is the vendor for our In-Code financial software. This software is the backbone for the business side of the District, as pointed out in the Organizational Assessment; deficiencies were noted by numerous employees. Tyler Technologies volunteered to send three (3) representatives from Texas, who spent two days with our team. We learned about specific available tools and opportunities, which we will be exploring and they learned about the specific challenges that we were having. We believe that this visit set the groundwork for a collaborative process going forward as well.

AGM Greer continued her report by briefing the Board on the new equipment that the District recently purchased. She informed the Board that today Finance submitted the first reimbursement request related to the \$3M loan, and the District will get reimbursed the \$112,000 + cost that the District paid for the Asphalt Zipper. The loan reimbursement process allows us to be reimbursed for the costs that we advance when we have to pay first, or we can submit invoices directly to the Custodian for payment to the vendors. This way there is no cash flow impact by having to wait to get reimbursed.

AGM Greer informed the Board that the Governor approved SB998, called the Water Shutoff Protection Act and that she had begun some preliminary review of the requirements. This law will increase our administrative cost and workload all the while limiting fees for low-income customers, and complicate an already-difficult process and surely increase bad debt.

GM Sauer then turned the rest of his segment over to AGM Ban of Operations. AGM Ban reported on the following:

- Well 14 – Water has been tested for seven (7) days straight, and analysis came back absent. We will now be contacting the State to get it back online.
- Shop Improvements- Framing is completed on the lower and upper level, along with the electrical being completed on the ground floor. Next is insulation and getting the dry wall up.
- Equipment – Grader, 410 Rubber Tire Backhoe, Street Sweeper, and the Asphalt Zipper are all at the shop. Excavator should be here in a couple of weeks, and the Front End Loader should be in by mid-December.
- Geo Viewer – We will be meeting with them next week to go over the field logs and start inputting them into the system. Hopefully, we will be able to take SIMS off line without having to pay for another year of it in December.
- Recharge – Still taking water and pulling 2,500 gallons per minute with an end date of the end of November.

GM Sauer then introduced HR Manager Sarah Johnson to give an update – HR Mgr. Johnson stated that we are in the first phase for the Organizational Assessment Implementation Plan. She has developed five (5) new Capital Improvement Replacement Program (CIRP) crew member job descriptions. They have been sent to the Union for approval, and when we receive them back, we will bring before the Board for approval.

Director Hund asked about the final report for the Solar Feasibility Study.

GM Sauer replied that he should have it back by October 9, 2018, and maybe a little earlier.

DIRECTOR COMMENTS & REPORTS ON MEETINGS ATTENDED -

Public Outreach Consultant – Kathleen Radnich reported the Great Shake-Out is Saturday, October 13, 2018, at the Tractor Supply parking lot from 9AM-3PM., District Tours: Two (2) tours were successfully concluded. The majority of surveys convey that most attendees felt that 70-100% of the information was entirely new to them.

Candidates Forum hosted by the Joshua Tree Chamber of Commerce, it is set for Tuesday, October 16, 2018, from 6:00 p.m.-7:30 p.m. at the Joshua Tree Community Center. All candidates indicate they will be attending. Farmers' Market: October's theme: Protecting our ground water from household contaminants, including prescription drugs. Water Wise and Ready Radio Campaign: Twelve episodes on Kix 96: all of which speak to having emergency water. Runs 5xday—daily.

President Luckman and Director Unger reported on the LPIC Committee, and Director Unger reported on the MWA Board meeting she attended.

Director Floen commented on the "JBWD Most Valuable Assets" picture that shows all the employees and their many years of service. He stated that Randy Little has 30 years of service and is a fountain of knowledge and was instrumental on the JBWD water tours.

Director Hund echoed Director Floen's sentiment adding that there are about 240 years of total service from the employees and even though Mark Ban has a less than one year, he was amazed at how much he has accomplished within this time.

Vice President Johnson said it was great to be back from his long vacation.

Director Unger – No comments.

President Luckman – Informed everyone that Beverly Lowery, MWA Board of Directors, is retiring after 33 years of service and Jeanette Hayhurst, Chairperson TAC, MWA will be appointed to the MWA Board of Directors in her place. She also commented on the Brown & Caldwell piece on Proposition 3 (another water bond) and urged everyone to read it.

#### FUTURE DIRECTOR MEETINGS AND TRAINING OPPORTUNITIES -

President Luckman informed every one of all the upcoming meetings and included the MWA TAC meeting on October 4, 2018, that she will be attending. GM Sauer informed the Board that AGM Ban and Interim GIS Coordinator Randy Mayes are on the Agenda for the TAC to approve the current and next pipeline project and add it to the Integrated Regional Management Plan, which will be another source for grants.

#### ADJOURNMENT –

Director Unger made a motion for adjournment at 7:31 p.m. Director Floen seconded.

MSC<sup>1</sup> (Unger/Floen) motion carried by the following vote:

Ayes: Floen, Hund, Johnson, Luckman, and Unger

Noes: None

Absent: None

Abstain: None

Respectfully Submitted,

  
Curt Sauer, GM and Board Secretary