

**MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS
OF THE TWENTYNINE PALMS WATER DISTRICT
72401 HATCH ROAD, TWENTYNINE PALMS, CA 92277**

OCTOBER 26, 2016 / 6:00 P.M.

Call to Order and Roll Call

President Moore called the meeting to order at 6:00 p.m., 72401 Hatch Road, Twentynine Palms, California. Those responding to roll call were Directors Bob Coghill, Carol Giannini, Suzi Horn, Sam Moore, and Roger Shinaver. Also present were General Manager Ray Kolisz, Financial Consultant Cindy Byerrum, and District Secretary Cindy Fowlkes.

Pledge of Allegiance

Director Moore led the pledge.

Additions/Deletions to the Agenda

None

Public Comments

None

1. Consideration to Adopt Resolution 16-18 Wastewater Master Plan

Mr. Lynn Takaichi gave a presentation on the regulatory framework and planning process of the Wastewater Master Plan. The main objectives of the study were to estimate existing and future wastewater flows; develop hydraulic model of the trunk sewer system to identify future facilities that could be needed if the area was to be taken off the existing septic systems; and prepare conceptual level planning costs for the wastewater system identified. The District and City entered into a joint collaboration on the plan to protect the groundwater quality and potential groundwater impacts from septic tanks within their boundaries and sphere of influence.

Staff recommends adopting Resolution 16-18 thereby placing the District and City in a more favorable position to identify potential implementation and funding strategies; update the requirements for onsite wastewater disposal; obtain grant funding; data collection; and sets a plan of action in place.

Director Shinaver made a motion to approve Resolution 16-18 Adopting a Wastewater Master Plan, seconded by Director Horn, and approved by the following roll call vote:

Ayes:	Directors Coghill, Giannini, Horn, Shinaver, and Moore
Noes:	None
Abstain:	None
Absent:	None

2. Consideration of Customer Request for a Mainline Extension

At the September Board meeting, Mr. Butler addressed the Board and asked for consideration to have a remote meter installed near the northeast property corner. Staff was asked to bring back information regarding the cost of the requested extension. The total costs for the District to install the requested mainline is \$6,939.88.

Director Coghill made a motion to grant the request with a \$3,470.00 downpayment, remainder to be paid over 24 months at \$144.00 a month; seconded by Director Shinaver, and approved by the following roll call vote:

Ayes: Directors Coghill, Shinaver, and Moore
Noes: Directors Giannini and Horn
Abstain: None
Absent: None

3. Consideration to Approve California Employer's Retirement Benefit Trust (CERBT) Funding
In fiscal year 2014/2015 the Board recognized the need to set aside funds for the post-employment health benefits provided to employees upon retirement through age 65. Subsequently, \$120,000 was set aside during that fiscal year, \$94,573 in fiscal year 2015/2016, and \$96,571 in fiscal year 2016/2017. Future allocations will be brought to the Board during the annual budget process. Staff recommends the Board approve the transfer of the allocations in the amount of \$311,144 to the CERBT Trust Fund.

Director Horn made a motion to approve the transfer of \$311,144 from the Operating Account to the CERBT Trust Fund, seconded by Director Giannini, and approved by the following roll call vote:

Ayes: Directors Coghill, Giannini, Horn, Shinaver, and Moore
Noes: None
Abstain: None
Absent: None

4. Consent Calendar
- Minutes of a Regular Meeting held on September 28, 2016
 - Audit List

Director Shinaver moved to approve the Consent Calendar, seconded by Director Coghill, and approved unanimously.

5. Items Removed from the Consent Calendar for Discussion or Separate Action
None

6. Management Reports

6.1 Operations

The District responded to 30 Underground Service Alerts, had 0 water main leaks, 2 water meter leaks, 2 service line leaks, 0 fire hydrant repairs, performed 8 customer pressure checks, replaced 11 meters, replaced 6 customer gate valves, and installed 0 new services. 2 Wastewater complaints were reported. Water quality levels were normal for the month. Water production was down 1% as compared to the same month in 2013.

6.2 Finance

Ms. Byerrum reported the Audit was completed in October. Due to scheduling conflicts, the final audit will be presented to the Board in January. Water sales look favorable. The transition to Pacific Western Bank has been completed.

6.3 General Manager

Mr. Kolisz spoke with the Regional Water Quality Control Board and pressed upon them that the District is looking for approval to move forward with filling Pond 3 while it is still under warranty. The District participated in the Great Shake Out opening up the Emergency Response Plan (ERP) and conducting a table top exercise.

11. Future Agenda Items and Staff Tasks/Directors' Comments and Reports

Director Giannini would like staff to prepare a report comparing the Board's stipend to other Districts and City elected officials.

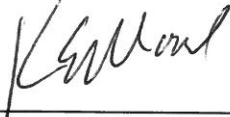
12. Adjournment

On motion by Director Shinaver, seconded by Director Horn, and approved by the Board, the meeting was adjourned at 6:50 p.m.

Attest:



Ray Kolsz, Board Secretary
Twentynine Palms Water District



Kerron E. Moore, President
Board of Directors

APPROVED NOV 16 2016