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Minutes of the Regular Board Meeting of the Board of Directors
Apple Valley Foothill County Water District

August 22, 2023

The Board of Directors of the Apple Valley Foothill County Water District met in regular session and meeting place, 22545 Del Oro Road, Apple Valley, California. The meeting was called to order at 10:00 A.M. BOD President Suzi Smith led the Pledge of Allegiance.

Roll Call: Scott Drake, Duane Penfold, Janet Fonseca
Telephonically: Suzi Smith and Dennis Lepore
Also Present: General Manager Daniel Smith
Absent: Harold Nobles and Lynn Thompson
Public Present: Sharon Siliva-Houts, Karen Madison, Terry Locklear

Public Comment: Sharon Silva-Houts stated that there is a law that states that if a board member does not show up for three meetings that he is eligible for dismissal. Director Penfold asked where she found that information. Sharon Silva-Houts said from Daniel. General Manager Smith informed the BOD that an office becomes vacant on the happening of any of the following events before the expiration of the term: (g) His or her ceasing to discharge the duties of his or her office for the period of three consecutive months, except when prevented by sickness, or when absent from the state with the permission required by law. The GM also stated that further information should be discussed with an attorney before the BOD makes any decisions on this topic. There were further discussions between the public and the BOD; how many meeting he has missed, when was the last time he attended the meetings. The BOD informed the public that Director Nobles stated that he did have a medical procedure and that was the cause of his absence.

General Manager Report:

1. The GM asked the BOD to move to line-item G.6. CSC Engineering structure approval; that Dennis Lepore was on the phone and wanted to speak. Dennis Lepore presented his proposal to the BOD for building a structure at the new tank site which he would use to store his vehicles and misc. tools and equipment. He informed the BOD that he would pay for all expenses and the building would eventually be gifted to the district. The BOD informed Dennis Lepore that further discussion will need to be taken before they are able to make a discission.
1. Maintenance Report: General Manager Smith informed the BOD that all monthly water samples came back absent for contamination; 0 red shut-off tags hung; 0 services turned off. Maintenance staff continues to perform meter maintenance and string trim around district facilities. One customer's water meter was replaced.
2. Efficiency Report – General Manager Smith informed the BOD that the Efficiency for the month of August 2023 is over 90%.
3. The GM informed the BOD that a new Quarterly Report showing more detailed information will be given to the BOD.

Discussion/Information:

1. Delinquency Report – General Manager Smith informed the BOD on there were 23 yellow tag notices issued in August 2023. The district is continuing to follow SB998 for shut-off procedures.
2. Water Production Snapshot- General Manager Smith informed the BOD of the water production for WY 2023-2024.
3. The GM informed the BOD that our current Auditor is retiring and a new firm for annual audits will need to be found.

Consent List: July 25, 2023 Meeting Minutes and August bills to pay.

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1. Director Penfold made a motion to approve the consent list as presented. Seconded by President Smith.

Discussion/ Action Items:

1. Director Drake made a motion to approve the July 2023 Financial Report. Seconded by Director Penfold.
2. Director Drake made a motion to approve the July 2023 Expenses. Seconded by Director Penfold.
3. Director Drake made a motion to add Directors Duane Penfold and Janet Fonseca to the banking accounts. Seconded by President Smith.
4. Director Penfold made a motion to table the Cost-of-Living Employee Compensation at the September meeting for further research and discussion. Seconded by Director Fonseca.
5. There was no action taken by the BOD regarding the public meeting date and time change.
6. The BOD decided not to approve CSC Engineering structure to be built on the new water storage tank site. The motion was made at the July meeting to not approve the structure.

New Business:

None

Directors Comments:

Director Drake informed everyone that he has done more research on the office building roof material to help with the summer heat. Director Penfold made comments on the missing attendance with Director Nobles; he has missed four consecutive meetings; he feels that the BOD should not have to force him to be taken off the Board that he should step down if he is not able to fulfill his duties as a Board member. Director Penfold made a comment that the payment that he put through the mail slot went missing. Office Secretary spoke and said that this was the first time any payments went missing. The phone call that Lynn made was a courtesy call to let customers know that payment has not been received at the office and a late will be applied if payment isn't made by the 26th.

Adjournment:

There being no further business, the regular meeting was adjourned at 11:06 A.M.

Daniel Smith, General Manager

APPROVED:

Suzi Smith, President Board of Directors