

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

DECEMBER 18, 2013 / 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 Bo Bourikas, Chancey Chambers, Suzi Horn, Sam Moore, and Roger Shinaver. Also present were General Manager Tamara Alaniz, Operations 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. Election of Officers

Director Bourikas nominated Director Moore to serve as President, seconded by Director Horn and approved by the following roll call vote:

Ayes:	Directors Bourikas, Chambers, Horn, Moore, and Shinaver
Noes:	None
Abstain:	None
Absent:	None

Director Shinaver nominated Director Bourikas to serve as Vice-President, seconded by Director Chambers. Director Bourikas moved to amend the motion and nominate Director Chambers to serve as Vice-President, seconded by Director Moore and approved by the following roll call vote:

Ayes:	Directors Bourikas, Chambers, Horn, Moore, and Shinaver
Noes:	None
Abstain:	None
Absent:	None

Director Moore nominated Tamara Alaniz to serve as Board Secretary, seconded by Director Chambers and approved unanimously by Directors Bourikas, Chambers, Horn, Moore, and Shinaver.

2. Consideration and Possible Approval for Purchase of a Wachs Valve Exerciser

Staff recommends the purchase of this equipment, in the amount of \$57,236.46, to enhance the safety and efficiency of the current valve maintenance program. The functionality of the machinery allows for additional operational tasks such as potholing, cleaning vaults, and sumps.

Director Chambers made the motion to approve the Wachs Valve Exerciser in the amount of \$57,236.46, seconded by Director Horn and approved by the following roll call vote:

Ayes: Directors Bourikas, Chambers, Horn, Moore, and Shinaver
Noes: None
Abstain: None
Absent: None

3. Consideration of Resolution 13-21 Adopting Paychex Health and Benefit Services Agreement for a Premium Only Section 125 Plan

Staff recommends the Board approve Resolution 13-21 allowing employees the option of directly depositing pre-tax income into an account for medical premiums. The additional service cost to the District would be \$40 per month for administrative costs.

Director Bourikas made the motion to approve Resolution 13-21 adopting Paychex Health and Benefit Services agreement for a premium only Section 125 Plan, seconded by Director Chambers and approved by the following roll call vote:

Ayes: Directors Bourikas, Chambers, Horn, Moore, and Shinaver
Noes: None
Abstain: None
Absent: None

4. Consideration and Possible Approval of Financial and Utility Billing Contract

Springbrook software is the most cost effective and efficient option of the five proposals. Implementation of the software will provide true fund accounting, financial reporting, and increase productivity. Staff recommends the Board approve the Springbrook Software contract in the amount of \$144,278.

Director Bourikas made the motion to authorize the General Manager to enter into a contract with Springbrook Software in the amount of \$144,278, seconded by Director Shinaver and approved unanimously by Directors Bourikas, Chambers, Horn, Moore, and Shinaver.

5. Discussion of Local Election Results and Costs

Election results including frequency, timing of elections, and costs were provided to the Board for review and discussion. The Board was in agreement to place the item on the next Agenda for consideration and possible action.

6. Consent Calendar

- Minutes of the Regular Meeting held on November 20, 2013
- Audit List

Director Chambers moved to approve the Minutes, seconded by Director Shinaver and approved unanimously by Directors Bourikas, Chambers, Horn, Moore, and Shinaver.

7. Items Removed from the Consent Calendar for Discussion or Separate Action

Director Chambers made a motion to remove the Audit List to discuss the replacement of the air operated metallic sludge pump. After a brief discussion, Director Bourikas moved to approve the Audit List as is, seconded by Director Chambers and approved unanimously by Directors Bourikas, Chambers, Horn, Moore, and Shinaver.

8. Management Reports

8.1 Operations

Mr. Kolisz reported that the District responded to 52 Underground Service Alerts, 5 blown meters, 2 service line leaks, 1 fire hydrant repair, and performed 3 leak audits, and had 0 water main leaks. Final adjustments are being made to the cathodic system in the stockwell reservoir. Production is down in construction water. During Edison's planned power outage, the generator at the Fluoride Treatment plant blew up. Replacement costs are approximately \$150,000. Staff is working with the insurance company regarding coverage.

8.2 Finance

Ms. Cindy Byerrum reported that the budget is tracking as expected. There was an increase in expenses due to the Groundwater Management Plan. Special revenue funds were received from the county during the month.

8.3 General Manager

Ms. Alaniz reminded the Board about their upcoming Board Workshop on January 9th from 4:00-6:30 pm. The State Drinking Water Revolving Fund now includes the Fluoride Treatment Plant expansion for a possible grant disbursement. Best Best & Krieger sent a legal alert regarding the disclosure of each Board members vote on action items.

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

Director Bourikas thanked Ms. Alaniz and Ms. Fowlkes for the name badges and wished everyone a happy holiday.


Director Chambers will have a report on his attendance at the fall ACWA/ACWA JPIA conference at the next Board meeting.

Director Horn also attended the fall conference and found it to be very informative. Ms. Horn also wished everyone a Merry Christmas and a happy New Year.

Directors Moore and Shinaver wished everyone a Merry Christmas and a happy New Year.


10. Adjournment

On motion by Director Shinaver seconded by Director Chambers and approved by the Board, the meeting was adjourned at 7:12 p.m.



Kerron E. Moore, President
Board of Directors

Attest:



Tamara Alaniz, Board Secretary
Twentynine Palms Water District