

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

**February 26, 2020 / 4:00 P.M.**

Call to Order and Roll Call

President Giannini called the meeting to order at 4:00 p.m., 72401 Hatch Road, Twentynine Palms, California. Those responding to roll call were Directors Michael Arthur, Bob Coghill, Suzi Horn, Carol Giannini, and Randy Leazer. Also present were, General Manager Ray Kolisz, Treatment/Production Superintendent Mike Minatrea, Maintenance Superintendent Matt Shragge, Financial Consultant Cindy Byerrum, and District Secretary Cindy Fowlkes.

Pledge of Allegiance

Matt Shragge led the pledge.

Additions/Deletions to the Agenda

None

Public Comments

None

1. Customer Request for Payment Extension on High Usage Water Bill

Upon routine meter reading, the meter was found to be spinning at a rate of 30 gallons per minute resulting in an \$8,012.10 bill, due to a leak. The customer has qualified for a bill reduction and has made a payment on the remaining amount of \$3,974.30. Customer is requesting to pay the balance over a three year period.

Director Leazer moved to approve the three year payment extension, seconded by Director Coghill, and approved unanimously.

2. Review Recommendations by Ad Hoc Committee for General Manager's Job Description and Salary Range

The Ad Hoc committee is recommending establishing a salary range of \$150k - \$180k for the General Manager's position. It is also recommending some minor changes to the job description. The Board was in consensus with the recommended changes and salary range.

3. Discussion and Review of District's Goals and Strategic Objectives

Mr. Kolisz provided the Board with a review of the goals and objectives of the District, including a projection of future needs and costs. As State regulations increase for water quality standards, the District's treatment processes, monitoring, staffing, and rates must also reflect the newly imposed demands. The District has and will remain vigilant in serving its customers, 24/7, with high quality water at the lowest feasible cost.

4. Approve Board of Directors to Attend the Special District Leadership Academy Conference (April 19-22, 2020) and the CSDA Annual Conference and Exhibitor Showcase (August 24-27, 2020) and to Provide Daily Meeting Stipend

Director Horn made a motion to approve Director Arthur to attend the Special District Leadership Academy, and the Board's attendance at the Annual Conference and Exhibitor Showcase, seconded by Director Coghill, and approved unanimously.

5. Consent Calendar

- Minutes of a Regular Meeting held on January 22, 2020
- Audit List

Director Leazer, moved to approve the Minutes and Audit List, seconded by Director Arthur, and approved unanimously.

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

7. Management Reports

7.1 Maintenance

Matt Shragge reported that the District responded to 34 Underground Service Alerts, had 1 water main leak, 1 water meter leak, 3 service line leaks, 0 fire hydrant repairs/maintenance, performed 5 customer pressure checks, replaced 10 meters, replaced 4 customer gate valves, and installed 3 new services. 0 water waste inquiries were received. 454 work orders were generated and performed during the month. 493 AMI/AMR meters were installed to date, bringing the total to 7,025. Matt thanked the distribution staff for helping the treatment staff with the media exchange. Both departments worked well and efficiently together.

7.2 Water Quality

Mike Minatrea reported Water production was down 17.51% as compared to the same month in 2013. 38 routine and 8 special water were taken. All samples tested negative for Colilert. The fluoride variance of 3.0 mg/L will expire in 2023. All current wells meet the 2.0 mg/L standard variance set by the State Water Resource Control Board. Mike thanked the distribution staff for assisting in the media exchange.

7.3 Finance

Ms. Byerrum reported that the District is at 52% for revenues and 51% for expenses. Cindy's firm has merged with another firm. This has allowed her to add one more person to her staff while retaining all her current clients and services.

7.4 General Manager

Mr. Kolisz reported that he will be traveling to Sacramento on Monday to meet with another State Water Board member about grants, water feasibility, and the State's lack of public outreach. CWSA (California Water System Alliance) has come out with a guidebook explaining the process of how bills become laws and how to meet with elected officials.

8. Closed Session-Conference with Labor Negotiators Pursuant to Government Code Section 54957.6

Agency Designated Representative: Ray Kolisz, General Manager

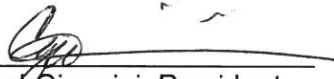
Employee Organization: American Federation of State, County, and  
Municipal Employees ("AFSCME") Local 1902

Director Horn moved to enter closed session at 4:59 p.m., seconded by Director Coghill, and unanimously approved.


The Board returned to open session at 5:31 p.m. Director Giannini announced there was no reportable action.

9. Future Agenda Items and Staff Tasks/Directors' Comments and Reports  
None

10. Adjournment  
On motion by Director Horn, seconded by Director Leazer, and approved by the Board, the meeting was adjourned at: 5:32 p.m.

  
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Carol Giannini, President  
Board of Directors

Attest:

  
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Ray Kolisz, Board Secretary  
Twentynine Palms Water District