

**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, 2024 / 4:00 P.M.

Call to Order and Roll Call

Vice President Bob Coghill called the Board meeting to order at 4:00 p.m. Those responding to roll call were Bob Coghill, Randy Leazer, and Amy Woods. Director Arthur was absent. Also present were General Manager Matt Shragge, Maintenance Superintendent Mike Minatrea, Treatment/Production Superintendent Robert Shelton, Financial Consultant Scott Nelsen, and District Secretary Cindy Fowlkes.

Pledge of Allegiance

Robert Shelton led the pledge.

Additions/Deletions to the Agenda

None

Public Comments

None

1. Election of Officers

Director Leazer nominated Director Coghill to serve as President, seconded by Director Woods, and unanimously approved.

Director Coghill nominated Director Leazer to serve as Vice-President, seconded by Director Woods, and unanimously approved.

The General Manager will serve as the Board Secretary, which is common practice with most Districts.

2. Review and Approve the Twentynine Palms Water District's Standard Drawings

District Staff and Kennedy Jenks Engineering have been working together for the past two years to update the District's Standard Drawings which are given to contractors for construction projects, to ensure uniformity and define responsibility. Staff recommends approving the updated standard drawings.

Director Woods made a motion to approve the Standard Drawings, seconded by Director Leazer, and approved by the following roll call vote:

Ayes: Directors Leazer, Woods, and Coghill
Noes: None
Abstain: None
Absent: Director Arthur

3. Consent Calendar

- Minutes of a Regular Meeting held on November 20, 2024
- Audit List

Director Woods moved to approve the Minutes and Audit List, seconded by Director Leazer, and approved unanimously by all those present. Director Arthur was absent.

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

None

5. Management Reports

5.1 Maintenance

Mike reported that the District responded to 58 Underground Service Alerts, had 2 water main leaks, 2 water meter leaks, 2 service line leaks, 0 fire hydrant repairs/maintenance, installed 2 new services, replaced 62 customer gate valves, performed 4 leak audits, painted 41 fire hydrants, performed 3 customer pressure checks, replaced 8 water meters, Tested and exercised emergency generators and sounded wells for November. 0 water waste inquiries were received. 0 AMI/AMR meters were replaced. There was a total of 549 work orders that were processed during the month.

5.2 Water Quality

Robert reported water production was down 10.21% as compared to the same month in 2013. 40 routine and 16 special water samples were taken. All special samples tested negative for Colilert. All current wells meet the 2.0 mg/L standard fluoride variance set by the State Water Resource Control Board. All samples tested were below the variance.

5.3 Finance

Scott Nelsen reported on the month of October. The Budget is at 33% of the year with Operating revenue at 38%. Labor allocation at the treatment wells was higher, but overall labor expenses are tracking as expected. Scott announced his resignation from Eide Bailly, effective next month, to pursue other avenues. He thanked the Board for the opportunity to serve in the Financial Consultant role.

5.4 General Manager

Matt reported the District received ACWA JPIA's President's Special Recognition Award for achieving a low ratio of paid claims and case reserves for the Property and Liability Programs. Included with Matt's report was an example of a GeoTracker report. Previously, the Board approved an amendment to the Kennedy Jenks contract for GeoTracker services. The San Bernardino County Board of Supervisors will be looking at the January 14th Board meeting to appoint a candidate to fill the vacant Board seat. Larry Bowden has shown interest and has been vetted by the District for the position. Staff was thanked for their work on two mainline leaks. The repairs on the stolen generator that was found has not been successful and the District is looking into a replacement generator. Matt thanked staff, the Board, Consultants, ratepayers, and his wife for their support throughout the year and wished everyone a Merry Christmas.

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

Director Coghill would like to see Health Care for Board members on the agenda when all seats are filled. Scott was thanked for his work for the District and will be missed. Director Coghill wished everyone a Merry Christmas.

Director Woods wished everyone happy holidays and looks forward to working with Larry Bowden.

Director Leazer wished everyone a Merry Christmas and thanked staff for their hard work.

7. Adjournment

On motion by Director Woods, seconded by Director Leazer, and approved by the Board, the meeting was adjourned at: 4:30 p.m.



Bob Coghill, President
Board of Directors

Attest:



Matthew Shragge, Board Secretary
Twentynine Palms Water District