

Minutes

A Meeting of the Board of Directors of the Descanso Community Water District (DCWD) has been called for:

***Tuesday, September 17th, 2024, 7:00 pm
Descanso Town Hall, Viejas Grade Blvd., Descanso, CA***

1. **CALL TO ORDER, PLEDGE OF ALLEGIANCE:** The meeting was called to order by President Phillips at 7:02 PM.
2. **ROLL CALL:** Members present were Phillips, Johnson, and Minix. Dan DeMoss with CRWA, SUSP/DCWD Administrative Assistant Cierra Creamer, SUSP/DCWD Field Technician Cameron West. Jason Kaminsky with HNK CPAs and James Owens with NV5.
3. **APPROVAL OF AGENDA:** Johnson requested that the Proposed SUSP Contract be moved to after Item 12. A motion to approve the order change of Item 7 was made by Johnson and a second by Minix. A vote was taken, 3 approved and 0 opposed.
4. **PUBLIC COMMENT:** No comments from the public were made. No action needed.
5. **APPROVAL OF THE MINUTES OF THE MARCH 2024 MEETING:** The board looked over the minutes and had no changes. A motion to approve the minutes with no changes was made by Johnson and a second by Minix. A vote was taken, 3 approved and 0 opposed.
6. **FINANCIAL REPORT:** Kaminsky went over the financial report and answered any questions. Phillips had some questions regarding loans to which Kaminsky answered. A motion to accept the financial report as is, was made by Johnson and a second by Phillips. A vote was taken, 3 approved and 0 opposed.
7. **PROPOSED SUSP CONTRACT:** This item was moved to be discussed after Item 12. Dan DeMoss went over the proposed contract and any changes that were made. It was requested to change "monthly summary" to "quarterly summary" on page 16 section m. in the contract as well as change "Item 4" to "Item 6" on page 17 section 8. It was also discussed to think about changing attorneys and to add an agenda item to the next meeting for changing attorney/find a new attorney. A motion to approve the proposed contract with the changes discussed was made by Johnson and a second by Minix. A vote was taken, 3 approved and 0 opposed.

8. **ENGINEERING STATUS REPORT:** James Owens with NV5 went over the Engineering Status Report and answered any questions. Kaminsky had asked for a ballpark cost amount on the project- Owens answered to which DeMoss followed with the suggestion of bidding one more time using the same publications and Imperial Sun to see if we can a lower price. No action needed.
9. **IRON AND MANGANESE TREATMENT FACILITY BIDS RECEIVED JUNE 2024:** The board went over and discussed the bid received from Cora Construction. A motion to not accept the bid from Cora Construction was made by Minix and a second by Johnson. A vote was taken, 3 approved and 0 opposed.
10. **IRON AND MANGANESE TREATMENT FACILITY:** The board discussed the dates for the upcoming walkthrough and bid opening. They also discussed what to do if no bids come in. A motion to move forward with sending out bids once again was made by Minix and a second by Johnson. A vote was taken, 3 approved and 0 opposed.
11. **NV5 TASK ORDER 08, CONTRACT AMENDMENT 06:** Owens went over the task order change and answered any questions. Phillips asked for further clarification on the task order to which Owens provided the needed clarification. A motion was made to accept Task Order 08 with contract amendments by Johnson and a second by Minix. A vote was taken, 3 approved and 0 opposed.
12. **GENERAL MANAGERS REPORT:** DeMoss went over the GM Report and all that's been happening with the company hired by SDG&E. He went over why this company has been causing so many leaks/breaks, which is due to our lines not being completely marked out since our maps are not fully accurate. DeMoss told the board that we have since brought in professional leak detection to help locate lines. Getting the tanks inspected and then cleaned after the inspection was added to the three month look ahead. DeMoss also went over the LSI survey that has been being conducted in the district. No action needed.
13. **BOARD OF DIRECTORS NEWSLETTER:** A newsletter is not needed at this time.
14. **OTHER ITEMS DIRECTLY RELATED TO THE ABOVE-DESCRIBED MATTERS AS MAY BE BROUGHT BEFORE THE BOARD OF DIRECTORS:** N/A
15. **MOTION TO ADJOURN:** A motion was given by Minix and a second by Johnson to adjourn the meeting at 8:39pm. A vote was taken, 3 approved and 0 opposed.

Board of Directors		
Maureen Phillips President (619) 445-6042	Sheri Minix Director (619) 823-4216	Lee Johnson Finance Officer (619) 445-4122
Vacancy	Vacancy	Dan DeMoss General Manager (916) 616-7761