

**MINUTES OF SPECIAL MEETING  
OF  
THE BOARD OF DIRECTORS  
OF  
THE GOLDEN VALLEY MUNICIPAL WATER DISTRICT**

A special meeting of the Board of Directors of the Golden Valley Municipal Water District was held at 2:00 PM, Friday, March 10, 2023, at the District Office located at 49744-3 Gorman Post Road, Gorman, CA.

Secretary Edwards called the meeting to order and noted the following people were present: Director Erbacher, Director Tinney, Absent; Board President Ryan Ralphs -Letter of resignation sent March 9, 2023.

Public; Kelly Bailey

Director Erbacher made a motion to approve the minutes of the last Board Meeting held on February 3, 2022, Director Tinney, seconded. Motion carried 3-0

Director Erbacher made a motion to approve the Meeting Agenda with change of regular meeting to a special meeting noting all requirements of regular or special meeting were followed, Director Tinney, seconded. Motion carried 3-0

Public Comment: None

Director Erbacher made a motion to approve the Resolution Number 2023-3 Appointing New Board Member Kelly Bailey as Director of the Board in Division 4 of the GVMWD boundaries, Secretary Edwards, seconded. Motion carried 3-0

Director Erbacher stated that GVMWD has five divisions within the boundaries of GVMWD according to the formation of the District dated 1970. Secretary Edwards stated she wasn't aware of the divisions of the district. Director Erbacher has a map of the divisions (1-5) within the boundaries of GVMWD. Secretary Edwards states she has seen the map before but didn't realize it's purpose. Secretary Edwards asked if these divisions carried over after Golden Valley took over the water District as a public in 1994-95? Director Erbacher stated it's sequential.

Oath of Office of New Board Member read and signed.

Discussion of PMP Kirill's hours for the District. After discussion it was decided that Director Erbacher will reach out/send an email to Kirill our PMP to discuss what absolute hours/priorities are needed monthly on behalf of the District. Secretary Edwards stated the District cannot afford additional debt. Director Tinney made a motion for Director Erbacher to send an email to Kirill our PMP prescribing the duties of the District Engineer, what is the primary needs for the next month, and his estimated time to achieve those needs. Director Erbacher will ask Kirill to provide us a written estimate of time so the Board can review at the next board meeting for approval. Director Bailey, seconded. Motion carried 4-0

Discussion/Vote on Day and Time of Regular Board Meeting. Director Erbacher made a motion to have our Regular Board Meetings on the second Friday of every other month at 4:00PM. Director Tinney, seconded. Motion carried 4-0

Secretary Edwards stated Board of Supervisors of Los Angeles sent notice that the Governor announced the COVID-19 State of Emergency, ended February 28, 2023, withdrawing the exceptions to the teleconference requirements under AB 361. In-person meeting will begin on March 1, 2023. Secretary Edwards will look into the Teleconferencing option for Board Members.

Report by Office Manager; Secretary Edwards discussed GVMWD banks accounts and what each account is for. Secretary Edwards stated we have three USDA Reserve bank accounts that she deposits a set amount into every month so when USDA swipes the account(s) bi-annually or annually the money is already there. GVMWD has one general/operating account.

Secretary Edwards stated that our billing system has a handheld device/tablet to record meter readings. After discussion it was determined the cost of the tablet is not a good idea at this time. All District meters need to be upgraded anyway.

Secretary Edwards reported that LHR water meter line broke on February 19<sup>th</sup>/20<sup>th</sup> 2023 for a second time, Santana's Plumbing repaired it and while repairing it the fire flow broke so that needed to be repaired as well.

Secretary Edwards LHR still has a past due balance. I'm working with Artin from LHR to resolve this and waiting until March 20<sup>th</sup>, 2023 to see if they pay something towards it. They are staying current.

Secretary Edwards reported CEO Nick from LHR requested our general liability insurance claiming damages, but he stated he was not sure of what damages LHR are talking about? Secretary Edwards hasn't heard about any damages and requested from the CEO Nick to give us documentation of said damages. Director Erbacher stated GVMWD does not need to give anyone our insurance information and GVMWD does not have to follow up with questions regarding damages they claim. LHR has to address and prove any damages.

Secretary Edwards asked about iCloud. There was a discussion on how it works. Secretary Edwards is working on getting new board members emails.

Secretary Edwards reported that we did not get approved for the back-up generator funding because our system is not disadvantaged according to available 2016-2020 American Community Survey data. They gave us other links for funding grants if we want to continue to explore.

Financial Report: Secretary Edwards stated in the various banking accounts total balance is \$149,588.44. Bills to be ratified in the amount of \$27,274.39. Secretary Edwards stated there is \$7,392.22 as of right now in our general/operating account. Director Erbacher made a motion to approve the Financial Report, Director Tinney, seconded. Motion carried 4-0

Secretary Edwards reported we have close to \$39k outstanding payables to date.

Discussion regarding our consultant Rene. Director Erbacher is concerned we are paying our consultant too much per month for what he sees is being uploaded on the one drive. Secretary Edwards stated she is going through over a 100 file boxes and assorting out the files. Director Erbacher asked if Secretary Edwards can touch base with Rene and see how many more hours she thinks will be needed to go through and upload, we need to keep her services to a minimum at this time. It was agreed that Secretary Edwards will contact Rene and have her finish uploading what she has already scanned and do no more scanning until the District can catch up on outstanding payables.

Discussion on the Brow Act and Ethics training, Secretary Edwards will get more information for the current/new board member(s).

Comments by directors; Secretary Edwards states she will only email information as requested to board members, otherwise the office is open M-F from 8a-12p to inquire on any information.

Director Erbacher stated our Board President resigned yesterday (3/09/2023). We have a vacant open seat again and need to post by our next regular board meeting which will be 4/14/23 @ 4p.

Director Erbacher is requesting a resolution for termination of a seat on the board moving forward. Secretary Edwards stated we follow the California State law, a resignation needs to be stated and accepted by the Board of Directors in open session and recorded in meeting minutes. That is all that is required.

Director Erbacher would like us to add the Division number within the boundaries of district when appointing new members.

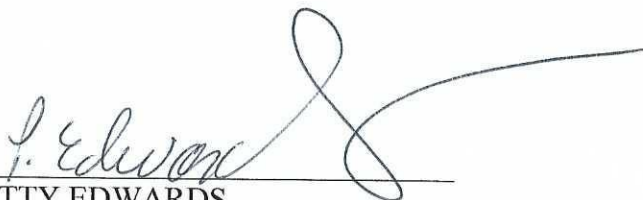
Secretary Edwards needs to find and reach out to counsel regarding district boundaries.

Director Erbacher shared/discussed goals for the district.

No Executive Session

Director Erbacher made a motion for adjournment, Director Tinney, seconded.  
Motion carried 4-0

Meeting was adjourned at 3:43 P.M.

  
PATTY EDWARDS  
GOLDEN VALLEY MUNICIPAL WATER  
DISTRICT, BOARD SECRETARY/TREASURER