

Minutes of the Regular Board Meeting
Of the Board of Directors
Apple Valley Heights County Water District

Wednesday, January 15, 2025

The Board of Directors of the Apple Valley Heights County Water District met in regular session and held the regular meeting at the regular meeting place, 9429 Cerra Vista, Apple Valley, California. The meeting was called to order at 6:05 P.M. BOD President Duwel led the Pledge of Allegiance.

ROLL CALL:

Directors Present: Directors Duwel, Lincoln, Kaminsky, Woody (AVHCWD Office).

Absent: Director Roberson.

Also Present: General Manager Smith & Secretary Patterson (AVHCWD Office).

Public Present: None.

PUBLIC COMMENT:

None.

GENERAL MANAGER REPORT:

1. GM Smith briefed the BOD on a variety of topics to include: various maintenance and services performed on District infrastructure and an overall update on the status of the Well # 4 rehabilitation. BOD President Duwel asked the BOD if there were any additional questions; None.

2. December 2024 Efficiency Report – General Manager Smith informed the BOD that, during the month of December 2024, the efficiency, for running Well # 3 alone, calculated at 77.53%. BOD President Duwel asked the BOD if there were any additional questions; None.

3. Lead Service Line Inventory: LTRI Update – GM Smith provided the BOD with an overall summary and update of the lead service line inventory efforts within the District and reminded the BOD that a third-party consulting group was assisting the District with data compilation and submittal to the State. BOD President Duwel asked the BOD if there were any additional questions; None.

4. Project Updates: Well # 4, SCADA, Booster Station (Verbal) – GM Smith provided status updates on all the current projects within the District. BOD President Duwel asked the BOD if there were any questions; None. BOD President Duwel instructed Secretary Patterson to remove the Booster Station topic from future project updates.

GRANT FUNDING UPDATE & PROGRESS/DISCUSSION/ACTION ITEMS:

1. No information or updates to provide.

DISCUSSION/INFORMATION:

1. December 2024 Delinquency: 72 Late Fees Applied: 10% of Total Account Balance (\$1,299.07); 38 Interest Fees Applied: 3% of > 60 Day Balance (\$193.33); 15 Door Tags Hung, 7 SB 998 Packets Hung and 2 Services Turned Off (1 Service Remains Off) – Secretary Patterson briefed the BOD on the Delinquency Report for the month of December 2024. BOD President Duwel asked the BOD if there were any questions related to the December 2024 Delinquency Report; None.

2. Profit/Loss: December 2024 – Secretary Patterson briefed the BOD on the P&L Report for December 2024. BOD President Duwel asked the BOD if there were any questions related to the December 2024 P&L Report; None.
3. Revenue Report: December 2024 – Secretary Patterson briefed the BOD on the Revenue Report for December 2024. BOD President Duwel asked the BOD if there were any questions related to the December 2024 Revenue Report; None.
4. Account Aging Report – Receivables as of 1/15/25 (Account Holder Names Removed) – Secretary Patterson briefed the BOD on the Account Aging Report for the month of December 2024 / January 2025. BOD President Duwel asked the BOD if there were any questions related to the Account Aging Report; None.
5. Water Production Snapshot – Secretary Patterson informed the BOD that the District, as of December 31st, 2024, has produced 23.96 AF of water. BOD President Duwel asked the BOD if there were any questions related to the Water Production Snapshot; None.
6. Water Sales Snapshot: Total Water Sales as of 12/31/24 – Secretary Patterson briefed the BOD on the total water sales, as of 12/31/24, and how that compared to budgeted figures. BOD President Duwel asked the BOD if there were any questions related to the Water Sales Snapshot; None.
7. AVHCWD Finance Committee Workshop: Update – BOD President Duwel and Secretary Patterson provided the BOD with a verbal update on the AVHCWD Finance Committee Meeting, on 1/8/25, along with associated recommendations made by the AVHCWD Finance Committee. BOD President Duwel asked the BOD if there were any questions related to the AVHCWD Finance Committee meeting; None.
8. Form 700: Annual Form Completion for SB County and ACWA-JPIA – Secretary Patterson presented each member of the BOD with a Form 700 for completion and signature.
9. Resolution # 001-2025: Moratorium of New Service Connections Within District Boundaries (DRAFT) – Secretary Patterson briefed the BOD on the verbiage changes and DRAFT status of Resoltuon # 001-2025. BOD President Duwel asked the BOD if there were any questions; None. BOD President Duwel instructed Secretary Patterson to make sure this topic was an "Action Item" at the February 2025 Regular BOD Meeting.

CONSENT LIST:

1. Approve December 18, 2024 Regular Meeting Minutes
2. Approve Pay Warrants / Bills to be Paid

By Director Woody to approve the Consent List, as presented by staff; second by Vice-President Lincoln. Yes: Duwel, Lincoln, Kaminsky & Woody. No: None. Abstain: None. Absent: Roberson.

DISCUSSION/ACTION ITEMS:

1. Request Authorization to Begin SB 998 Postings and Apply Liens / Shut-off Services, if needed.

By Director Kaminsky to approve the SB 998 Postings / Shut-off list, as presented by staff; second by Director Woody. Yes: Duwel, Lincoln, Kaminsky, & Woody. No: None. Abstain: None. Absent: Roberson.

2. Resolution # 006-2024: Staff Recommends Rescinding Resolution # 006-2024 (Moratorium of New Service Connections Within District Boundaries).

By Vice-President Lincoln to rescind Resolution # 006-2024, as recommended by staff; second by Director Kaminsky. Yes: Duwel, Lincoln, Kaminsky, & Woody. No: None. Abstain: None. Absent: Roberson.

CLOSED SESSION:

By Director Woody to enter closed session at 6:38 PM; second by Vice-President Lincoln. Yes: Duwel, Lincoln, Kaminsky, & Woody. No: None. Abstain: None. Absent: Roberson.

By Vice-President Lincoln to exit closed session at 7:26 PM; second by Director Kaminsky. Yes: Duwel, Lincoln, Kaminsky, & Woody. No: None. Abstain: None. Absent: Roberson.

Reportable Action from Closed Session:

BOD President Duwel advised that the GM has been given 24 hours to review new contract; BOD President Duwel advised that the GM has been instructed to create a "restructuring plan" and present the plan to the Finance Committee at the February 2025 Finance Committee Meeting.

DIRECTORS COMMENTS:

Vice-President Lincoln stated that he fully supports the "restructuring" of the District.

Meeting adjourned at 7:28 PM

Matthew K. Patterson, Administrative Secretary-Treasurer

APPROVED:

Patricia Duwel, President
Board of Directors