

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

Wednesday, February 19, 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 6:00 P.M. BOD President Duwel led the Pledge of Allegiance.

ROLL CALL:

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

Absent: None.

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

Public Present: None.

PUBLIC COMMENT:

None.

GENERAL MANAGER REPORT:

1. General Manager 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. January 2025 Efficiency Report – General Manager Smith informed the BOD that, during the month of January 2025, the efficiency, for running Well # 3 alone, calculated at 102.61%. BOD President Duwel asked the BOD if there were any additional questions; None.

3. Lead Service Line Inventory Update – General Manager 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, Mesa Tanks, Ford F-250 (Verbal) – General Manager Smith provided status updates on all the current projects within the District. BOD President Duwel asked the BOD if there were any questions; None.

GRANT FUNDING UPDATE & PROGRESS/DISCUSSION/ACTION ITEMS:

1. General Discussion / Updates – Secretary Patterson briefed the BOD on the invoices due to NV5 and the associated recommendations for payment from the AVHCWD Finance Committee. BOD President Duwel asked the BOD if there were any questions related to the current situation of NV5 invoices; None.

2. Accounts Payable/Pay Warrants (Bills to be paid).

By Director Woody to approve the NV5 invoices for payment, as presented by staff; second by Vice-President Lincoln. Yes: Duwel, Lincoln, Kaminsky, Roberson & Woody. No: None. Abstain: None. Absent: None.

3. Future Invoice Payment Plan (Pending NV5 Approval) – Secretary Patterson explained the plan for paying the remaining two open invoices to NV5. BOD President Duwel asked the BOD if there were any questions related to the current and future invoices open for NV5; None.

DISCUSSION/INFORMATION:

1. January 2025 Delinquency: 36 Late Fees Applied: 10% of Total Account Balance (\$811.56); 22 Interest Fees Applied: 3% of > 60 Day Balance (\$141.39); 19 Door Tags Hung, 5 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 January 2025. BOD President Duwel asked the BOD if there were any questions related to the January 2025 Delinquency Report; None.
2. Profit/Loss: January 2025 – Secretary Patterson briefed the BOD on the P&L Report for January 2025. BOD President Duwel asked the BOD if there were any questions related to the January 2025 P&L Report; None.
3. Revenue Report: January 2025 – Secretary Patterson briefed the BOD on the Revenue Report for January 2025. BOD President Duwel asked the BOD if there were any questions related to the January 2025 Revenue Report; None.
4. Account Aging Report – Receivables as of 2/19/25 (Account Holder Names Removed) – Secretary Patterson briefed the BOD on the Account Aging Report for the month of January/February 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 January 31st, 2025 has produced 30.33 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 1/31/25 – Secretary Patterson briefed the BOD on the total water sales, as of 1/31/25, 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, held on 2/17/25, 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. Resolution # 001-2025: Moratorium of New Service Connections Within District Boundaries (DRAFT) SECOND READING – 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.

CONSENT LIST:

1. Approve January 15, 2025 Regular Meeting Minutes.
2. Approve January 21, 2025 Special Meeting Minutes.
3. Accounts Payable/Pay Warrants (Bills to be paid).

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

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, Roberson & Woody. No: None. Abstain: None. Absent: None.

2. Resolution # 001-2025: Moratorium of New Service Connections Within District Boundaries

By Vice-President Lincoln to approve/adopt Resolution # 001-2025, as presented by staff; second by Director Kaminsky. Yes: Duwel, Lincoln, Kaminsky, Roberson & Woody. No: None. Abstain: None. Absent: None.

DIRECTORS COMMENTS:

None.

Meeting adjourned at 6:42 PM

Matthew K. Patterson, Administrative Secretary-Treasurer

APPROVED:

Patricia Duwel, President
Board of Directors