

THE BISHOP AREA WASTEWATER AUTHORITY BOARD OF DIRECTORS MEETING AGENDA

July 19, 2022

City Council Chambers – 301 West Line Street
Bishop, California 93514

NOTICE TO THE PUBLIC: Please be advised that the Council Chambers are currently open to the public. This meeting is accessible to the public in person or via Zoom video conference. Individual Board Members may participate remotely in accordance with applicable open meeting law requirements. In-person meetings will be conducted in accordance with local and State Department of Public Health orders and guidance and requirements of the California Division of Occupational Safety and Health (CalOSHA).

The public is encouraged to participate or observe this meeting by:

1. Attending this meeting in person at the City of Bishop City Council Chambers located at 301 West Line Street in Bishop, California.
2. Attending this meeting via Zoom video conference by linking to the following site:
https://us02web.zoom.us/webinar/register/WN_e_W0L1k5QsOHb6sfx_WDGg

Public comments may be made:

1. In person: Live at the meeting. Members of the public desiring to speak on a matter appearing on the agenda should ask the Chairman for the opportunity to be heard when the item comes up for Board consideration. Comments for all agenda items are limited to a speaking time of three minutes.
2. Via Zoom: If you choose to join the Board Meeting via Zoom video conference you will be able to utilize the “Raise Hand” feature to make a public comment and the Chairman will call on those who wish to speak at the appropriate time, not to exceed three minutes.
3. In writing: Please email publicworks@cityofbishop.com and write “Public Comment” in the subject line. In the body of the email, include the item number and/or title of the item as well as your comments. All comments received by 3:00 p.m. the day prior to the meeting will be emailed to the Board of Directors and included as an attachment under the Agenda’s Item Number as “Public Comment”. Those comments received after 3:00 p.m. will be added to the record and shared with the Board members after the meeting. You may also hand deliver public comments to the City drop/payment box located at the Church Street entrance to City Hall on or before the deadline noted above.

Any writing that is a public record that relates to an agenda item for open session distributed less than 72 hours prior to the meeting will be available for public inspection at City Hall, 377 West Line Street, Bishop, California during normal business hours. Government Code § 54957.5(b)(1). Copies will also be provided at the appropriate meeting.

In compliance with the Americans with Disabilities Act of 1990, if you need special assistance to participate in this meeting, please contact the City Clerk at 760-873-5863 Extension 24. Notification at least 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. [28 CFR 35.102.35.104 ADA Title II].

TUESDAY, July 19, 2022
8:00 A.M.

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL**
- 4. PUBLIC COMMENT: NOTICE TO THE PUBLIC:** See modified public comment procedure above. Under California law the Board of Directors is prohibited from generally discussing or taking action on items not included in the agenda; however, the Board of Directors may briefly respond to comments or questions received from members of the public. Therefore, the Board of Directors will be provided with all public comments but will not generally discuss the matter or take action on it.
- 5. CONSENT CALENDAR – NOTICE TO THE PUBLIC:** All matters under the Consent Calendar are considered routine by the Authority and will be acted on by one motion.
 - A. FOR APPROVAL/FILING
 1. Board of Directors of the Bishop Area Wastewater Authority Meeting Minutes – April 19, 2022
- 6. NEW BUSINESS**
 - A. Approve Fiscal Year 2022/2023 Budget
 - B. AB361 Update
 - C. Approve Lumos Proposal for Plant Flow Assessment
 - D. Election of Officers
- 7. STAFF AND BOARD REPORTS**
- 8. ADJOURNMENT:** The next regularly scheduled meeting of the Bishop Area Wastewater Authority will be October 18, 2022, at 8:00 a.m. in the Bishop City Council Chambers, 301 West Line Street, Bishop.

BISHOP AREA WASTEWATER AUTHORITY
BOARD OF DIRECTORS
MEETING MINUTES
April 19, 2022

1. CALL TO ORDER

Chairman Pachucki called the Bishop Area Wastewater Authority Board of Directors Meeting to order at 8:01 a.m. in the City Council Chambers, 301 West Line Street, Bishop, California in-person and via Zoom.

2. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Board Member Stone

3. ROLL CALL

Present:

Chairman Pachucki
Vice Chairman Muchovej
Board Member Stone
Board Member Schwartz

Absent:

none

Others Present:

Deston Dishion, Authority Administrator
Michele Rhew, Authority Secretary
Ward Simmons, Legal Counsel
Jennifer Krafcheck, Eastern Sierra Community Service District
Steve Nixon, Eastern Sierra Community Service District
Todd Thornburg, Los Angeles Department of Water and Power

4. PUBLIC COMMENT: NOTICE TO THE PUBLIC: See modified public comment procedure above. Under California law the Board of Directors is prohibited from generally discussing or taking action on items not included in the agenda; however, the Board of Directors may briefly respond to comments or questions received from members of the public. Therefore, the Board of Directors will be provided with all public comments but will not generally discuss the matter or take action on it.

There were no public comments received.

5. CONSENT CALENDAR – NOTICE TO THE PUBLIC: All matters under the Consent Calendar are considered routine by the Authority and will be acted on by one motion.

- A. FOR APPROVAL/FILING
 - 1. Board of Directors of the Bishop Area Wastewater Authority Meeting Minutes – January 18, 2022

Chairman Pachucki opened the item and asked for comments from the Board.

No comments were made.

Vice Chairman Muchovej made a motion to approve the Consent Calendar and Board Member Schwartz seconded the motion. Motion approved 3-0.

Ayes: Vice Chairman Muchovej, Board Member Schwartz, and Chairman Pachucki

Noes: None

Abstain: Board Member Stone

6. NEW BUSINESS

A. Proposed Budget Discussion

Chairman Pachucki opened the item and turned it over to Authority Administrator Dishion to review with the Board.

Vice Chairman Muchovej requested that the Proposed Budget spreadsheet include a column with the current year expenditures. Muchovej also suggested to add Land Acquisition to the Capital line items.

Todd Thornburg of Los Angeles Department of Water and Power (LADWP) shared that the appraisal process is in progress with an independent third party and should be complete in about six weeks. After LADWP reviews the appraisal and it is approved internally, it will be presented to BAWA, and that time frame could be around a month. Dishion and Thornburg agreed that a purchase cost should be known before the next BAWA meeting scheduled in July.

Dishion confirmed with Legal Counsel Ward that the 22/23 Fiscal Year Budget can be approved at the July 19th meeting to be adopted by September 1st.

No further comments were made.

Staff has direction from the Board to finalize the 22/23 Budget and bring it back at the July 19th meeting for approval.

B. Staff and Board to Discuss CEQA / NEPA Irrigation Project

Chairman Pachucki opened the item and turned it over to Authority Administrator Dishion to review with the Board.

Discussion included flood irrigation, sprinkler irrigation, new sewer plant, costs for the irrigation project, costs for flood irrigation, current land use, water rights, stock water, and ground leveling.

No further discussion or comments were made.

Staff has direction from the Board and will bring the information back at the July meeting for approval.

C. Wastewater Treatment Plant Feasibility Study Update

Chairman Pachucki opened the item and turned it over to Authority Administrator Dishion to review with the Board.

Discussion included flow rates, population growth, Bishop Paiute Tribe Reservation involvement, treatment plant options, design and location, funding, pasture irrigation, and disadvantage communities.

No further discussion or comments were made.

Vice Chairman Muchovej made a motion to authorize Administrator Dishion to execute the contract, once provided by Lumos, up to \$25,000 and Board Member Stone seconded the motion. Motion approved 4-0.

Ayes: Vice Chairman Muchovej, Board Member Schwartz, and Stone, and Chairman Pachucki

Noes: None

7. STAFF AND BOARD REPORTS

No Staff or Board reports were made.

8. ADJOURNMENT: The next regularly scheduled meeting of the Bishop Area Wastewater Authority Board of Directors will be July 19, at 8:00 a.m. in the Bishop City Council Chambers, 301 West Line Street, Bishop.

Chairman Pachucki adjourned the meeting at 9:37 a.m. to the next regularly scheduled meeting on July 19, 2022.

Chairman Pachucki

Michele Rhew, Secretary

STAFF REPORT

To: Bishop Area Wastewater Authority Board
From: Michele Rhew
Subject: Adopt Fiscal Year 2022-2023 Budget
Prepared on: July 7, 2022

Attachments: 22-23 FY Budget
Expenses to Date for FY 21/22



Approved By: _____
Deston Dishion, Administrator

Background/History:

Each year Bishop Area Wastewater Authority (BAWA) must adopt a budget for the upcoming fiscal year.

Analysis/Discussion:

At the April regularly scheduled BAWA Board meeting a proposed budget was shared with the Board. Since that time, a column showing current year actuals has been added to the spreadsheet. Under Professional Services, the sample costs are shown in Red because the two items were budgeted but never completed in 21/22. It is anticipated that quarterly and monthly samples will take place in the 22/23 FY.

It should also be noted that the \$3,100,000 capital expenditure will partially be reimbursed with funds from NRCS and a potential Proposition 1 grant.

Budget Impacts:

The budget impact at this time could be up to \$3,214,698.00 depending on an actual start of construction of the irrigation project. As always, these funds will be split evenly between the City of Bishop and the Eastern Sierra Community Services District.

Recommendation: Action Requested

The BAWA Board adopt the fiscal year 22/23 Final Budget.

**BAWA
22/23
Proposed Budget**

Discription	21/22	21/22	Current Year Actual	22/23
001 Legal Fees				
Attend Quarterly Meetings via Zoom (4 X \$500)	\$ 2,500.00		\$ 1,311.30	\$ 2,000.00
Miscellaneous Legal Fees	\$ 5,000.00		\$ 2,259.60	\$ 2,000.00
		\$ 7,500.00	\$ 3,570.90	\$ 4,000.00
002 Insurance				
Board Errors and Omissions	\$ -			\$ -
Liability	\$ 750.00		\$ 750.00	\$ 750.00
Pollution	\$ -			\$ -
		\$ 750.00	\$ 750.00	\$ 750.00
003 Professional Services				
Sierra Analytical	\$ -		\$ -	\$ -
Quarterly Monitor Well Samples (13 wells X \$85 X 4)	\$ 4,500.00		\$ -	\$ 4,500.00
Monthly Nitrogen (Influent and Discharge Samples)(\$125 X 4 X 12)	\$ 6,000.00		\$ -	\$ 6,000.00
SWRCB (Water Board) -Recycled Water Fees	\$ 2,775.00		\$ 2,775.00	\$ 2,800.00
Grant Writing	\$ 5,000.00		\$ -	\$ 5,000.00
GIS Support (Inyo County)	\$ 500.00		\$ -	\$ 500.00
Consultant Fees (Title 22) - Lumos & Assoc.	\$ 25,000.00		\$ 33,000.00	
Consultant Fees (Flow Assessment)	\$ -		\$ -	\$ 25,000.00
Other Consultant Fees	\$ -		\$ 1,636.00	\$ 5,000.00
		\$43,775.00	\$ 37,411.00	\$43,800.00
004 Staff Time				
Administrator	\$ 20,000.00		\$ 21,320.82	\$ 25,000.00
Finance	\$ 1,000.00			\$ -
Board Clerk	\$ 1,500.00		\$ 3,085.13	\$ 3,300.00
		\$22,500.00	\$ 24,405.95	\$28,300.00
005 Permitting Fees				
Discharge Fees	\$ 2,848.00			\$ 2,848.00
		\$ 2,848.00	\$ -	\$ 2,848.00

**BAWA
22/23
Proposed Budget**

006 Future Capital					\$ -	
Irrigation Design	\$ -				\$ 5,000.00	
Irrigation Project (Construction)	\$ 1,000,000.00				\$ 100,000.00	
CEQA Irrigation Project	\$ 25,000.00		\$ 6,330.83		\$ 1,000.00	
		\$ 1,025,000.00		\$ 6,330.83		\$ 106,000.00
Total Budget		\$ 1,102,373.00		\$ 72,468.68		\$ 185,698.00

DATE	VENDOR	AMOUNT	CITY COST	ESCSO COST
7/6/2021	Helix Environmental Planning	\$ 6,330.83	\$ 3,165.42	\$ 3,165.41
8/3/2021	Best Best & Krieger	\$ 585.90	\$ 292.95	\$ 292.95
9/8/2021	City of Bishop - Staff Time	\$ 24,405.95	\$ 12,202.98	\$ 12,202.97
9/16/2021	Lumos and Associates	\$ 9,900.00	\$ 4,950.00	\$ 4,950.00
10/4/2021	Best Best & Krieger	\$ 111.60	\$ 55.80	\$ 55.80
10/11/2021	Team Engineering	\$ 1,388.50	\$ 694.25	\$ 694.25
10/14/2021	Lumos and Associates	\$ 6,600.00	\$ 3,300.00	\$ 3,300.00
10/28/2021	Utility Resource Insurance Services	\$ 750.00	\$ 375.00	\$ 375.00
11/2/2021	Best Best & Krieger	\$ 848.00	\$ 424.00	\$ 424.00
11/11/2021	Lumos and Associates	\$ 6,600.00	\$ 3,300.00	\$ 3,300.00
2/2/2022	Best Best & Krieger	\$ 825.70	\$ 412.85	\$ 412.85
2/24/2022	Lumos and Associates	\$ 3,630.00	\$ 1,815.00	\$ 1,815.00
3/22/2022	Team Engineering	\$ 247.50	\$ 123.75	\$ 123.75
5/3/2022	Best Best & Krieger	\$ 809.10	\$ 404.55	\$ 404.55
5/3/2022	Lumos and Associates	\$ 3,630.00	\$ 1,815.00	\$ 1,815.00
5/19/2022	SWRCB	\$ 2,775.00	\$ 1,387.50	\$ 1,387.50
6/30/2022	Lumos and Associates	\$ 2,640.00	\$ 1,320.00	\$ 1,320.00
7/2/2022	Best Best & Krieger	\$ 390.60	\$ 195.30	\$ 195.30
		\$ 72,468.68	\$ 36,234.35	\$ 36,234.33
	Best Best & Krieger	\$ 3,570.90	\$ 1,785.45	\$ 1,785.45
	Lumos and Associates, Inc.	\$ 33,000.00	\$ 16,500.00	\$ 16,500.00
	Insurance	\$ 750.00	\$ 375.00	\$ 375.00
	City Staff Time	\$ 24,405.95	\$ 12,202.98	\$ 12,202.97
	Other	\$ 10,741.83	\$ 5,370.92	\$ 5,370.91
	TOTAL:	\$ 72,468.68	\$ 36,234.35	\$ 36,234.33

STAFF REPORT

To: Bishop Area Wastewater Authority Board
From: Michele Rhew
Subject: Adoption of Resolution to continue to allow virtual BAWA Board Meetings
Prepared on: July 7, 2022

Attachment: Updated Resolution



Approved By: _____
Deston Dishion, Administrator

Background/History:

AB 361 amends the Brown Act to allow local legislative bodies to continue using teleconferencing and virtual meeting technology as long as there is a “proclaimed state of emergency.” Further, AB 361 will allow for virtual meetings during other state-proclaim emergencies, such as earthquakes or wildfires, where physical attendance may present a risk. To that end, AB 361 also requires specific procedural safeguards for the public.

To accommodate individuals during these teleconferences and virtual meetings, a public comment period will be offered where the public can address the legislative body directly in real time. The agenda will include information on the manner in which the public may access the meeting and provide comments in writing prior to the meeting. If technical problems arise that result in the public’s access being disrupted, the legislative body will not take any vote or other official action until the technical disruption is corrected and public access is restored.

Presently, a state of emergency has been proclaimed related to COVID-19. In light of AB 361 and in order to promote social distancing and avoid an imminent safety risk to attendees, teleconferencing and virtual meetings may continue to take place until further notice.

Recommendation: Action Requested

The BAWA board adopt the resolution authorizing remote BAWA board meetings in addition to in-person meetings.

RESOLUTION NO. 2022-01

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE BISHOP AREA
WASTEWATER AUTHORITY AUTHORIZING VIRTUAL BOARD AND COMMITTEE
MEETINGS PURSUANT TO AB 361**

WHEREAS, the Bishop Area Wastewater Authority (“Authority”) is committed to preserving and nurturing public access and participation in meetings of the Board of Directors; and

WHEREAS, all meetings of the Authority’s legislative bodies are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code 54950 – 54963), so that any member of the public may attend and participate in the District’s meetings; and

WHEREAS, starting in March 2020, in response to the spread of COVID-19 in the State of California, the Governor issued a number of executive orders aimed at containing the COVID-19 virus; and

WHEREAS, among other things, these orders waived certain requirements of the Brown Act to allow legislative bodies to meet virtually; and

WHEREAS, pursuant to the Governor’s executive orders, the Authority has been holding virtual meetings during the pandemic in the interest of protecting the health and safety of the public, District staff and Directors; and

WHEREAS, the Governor’s executive order related to the suspension of certain provisions of the Brown Act expires on September 30, 2021; and

WHEREAS, on September 16, 2021 the Governor signed AB 361 (in effect as of October 1, 2021 – Government Code Section 54953(e)), which allows legislative bodies to meet virtually provided there is a state of emergency, and either (1) state or local officials have imposed or recommended measures to promote social distancing; or (2) the legislative body determines by majority vote that meeting in person would present imminent risks to the health and safety of attendees; and

WHEREAS, such conditions now exist in the Authority, specifically, a state of emergency has been proclaimed related to COVID-19, state and local officials are recommending measures to promote social distancing, and because of the ongoing threat of COVID-19, meeting in person would present imminent risks to the health and safety of attendees.

**NOW, THEREFORE, BE IT RESOLVED THE BOARD OF DIRECTORS OF THE
BISHOP AREA WASTEWATER AUTHORITY DOES HEREBY RESOLVE AS
FOLLOWS:**

Section 1. Recitals. The Recitals set forth above are true and correct and are

incorporated into this Resolution by this reference.

Section 2. Remote Teleconference Meetings. Consistent with the provisions of Government Code Section 54953(e), the Board of Directors finds and determines that (1) a state of emergency related to COVID-19 is currently in effect; (2) state and local officials have recommended measures to promote social distancing in connection with COVID-19; or (3) due to the COVID-19 emergency, meeting in person would present imminent risks to the health and safety of attendees. Based on such facts, findings and determinations, the Board authorizes staff to conduct remote teleconference meetings of the Board of Directors, including Committee meetings, under the provisions of Government Code Section 54953(e).

Section 3. Effective Date of Resolution. This Resolution shall take effect upon adoption and shall be effective for 30 days unless earlier extended by a majority vote of the Board of Directors in accordance with Section 4 of this Resolution.

Section 4. Extension by Motion. The Board of Directors may extend the application of this Resolution by motion and majority vote by up to 30 days at a time, provided that it makes all necessary findings consistent with and pursuant to the requirements of Section 54953(e)(3).

PASSED AND ADOPTED this 19 day of July 2022, by the following vote:

AYES:
NOES:
ABSENT:

Walt Pachucki, Chair, Board of Directors
Bishop Area Wastewater Authority

ATTEST:

Michele Rhew, Secretary, Board of Directors
Bishop Area Wastewater Authority

STAFF REPORT

To: Bishop Area Wastewater Authority Board
From: Deston Dishion, Administrator
Subject: Approve Lumos Proposal for Plant Flow Assessment
Prepared on: July 14, 2022
Attachments: Lumos Proposal

Approved By: 
Deston Dishion, Administrator

Background/History:

Over the past year the BAWA Board and Staff have discussed the need to design a combined wastewater treatment plant in the near future. Both the City of Bishop's plant and the Eastern Sierra Community Services District's plant are reaching the end of their useful life.

Analysis/Discussion:

There are multiple mechanical treatment plants that are viable options. In order to select the best possible plant option for this project the BAWA will need to have a better understanding of historical, current and projected flow rates. Once flow rates are established for this project, we will have a better understanding of exactly what type of plant will best serve our current and future needs.

Budget Impacts:

The proposed cost for this project is \$24,000 and will be evenly split between the City and the District.

Recommendation:

Staff recommends that the BAWA Board approve the contract with Lumos Inc. in the amount of \$24,000.



Carson City
308 N. Curry Street, Suite 200
Carson City, Nevada 89703
775.883.7077

July 12, 2022

LA22.487

Bishop Area Wastewater Authority
c/o Deston Dishion, City Administrator, City of Bishop
300 Broadway, Suite 39
Bishop, CA
(760) 873-8458

Via Email: ddishion@cityofbishop.com

Subject: Bishop Area Wastewater Agency (BAWA) Wastewater Treatment Plant Flow Assessment – Proposal for Professional Services

Dear Mr. Dishion:

Lumos & Associates, Inc. (Lumos) is pleased to provide you with this proposal for engineering and related services to assist BAWA with a flow analysis to support the development of a design flow rate for a future joint wastewater treatment facility.

Project Understanding

We understand that BAWA, operating under a JPA between the City of Bishop (City) and the Eastern Sierra Community Service District (ESCSA), is presently investigating preliminary matters associated with the viability and economic feasibility of pursuing a future mechanical treatment plant. The first item identified in that effort has been to establish a design flow rate for existing and future conditions.

We propose the following tasks to assist you with your project:

Project Scope

Task 1: Flow Analysis and Summary Report

Under this task, Lumos will initially start by collecting the available flow record data for both plants as well as the available monitoring well water level data at Monitoring Wells 2, 6, and 7. Ideally flow and monitoring well data will be available over a period of record consisting of the last 15± years. Additionally, Lumos will collect sewer service connection data for both plants over the same period of record to develop a correlation between annual flow and population trends. Finally, Lumos will research and identify up to three (3) relevant precipitation gages in the Bishop area and collect available precipitation records over the same 15± year period of record to develop an understanding of the degree to which precipitation, in conjunction with depth to ground water levels, is associated with (or corresponds to) changes in plant flow rate.

The goal of this analysis will be to determine the gross impact of inflow and infiltration (I&I) on sewer flow rates received by and treated at the plants. Once the relative level of impact on flows associated with I&I has been determined, a recommended existing conditions flow rate for both plants will be

analyzed and documented. The existing conditions flow rate will be evaluated on a per capita basis derived from existing sewer service connections and published population data for the City of Bishop.

Once the existing conditions flow rate has been developed, a future flow rate will be projected over a 20-year planning horizon for low, hybrid, and high population growth projections with I&I influence factors included. For reference, a low growth projection will be based upon the Department of Finance's (DOF) growth rate, a hybrid growth rate will be based off a 2% commercial growth rate and DOF residential growth rates, and a high growth rate will consist of a uniform 2% growth for both residential and commercial growth. I&I influence factors will be applied to each growth projection. This analysis will be documented in a draft summary report for BAWA review. Lumos will conduct a virtual workshop with BAWA to present the findings of the draft report and recommendations. A final draft of the summary memo will be submitted two (2) weeks after receipt of BAWA review comments and include the documented design flows to be used for future plant viability and economic feasibility analyses.

We anticipate submitting the draft summary report within eight (8) weeks of BAWA's notice to proceed.

Assumptions / Exceptions

Lumos has made the following assumptions in preparation of this proposal:

- 15+ years of flow data will be provided for both the City and ESCSD plants, including the Bishop Paiute Tribe's flow data.
- 15+ years (or since installation) of up-gradient monitoring well water level data will be provided for Monitoring Wells 2, 6, and 7.
- 15+ years of sewer service and connection records for both the City and the ESCSD Plant will be provided.
- BAWA will confirm the acceptability of the precipitation gages and monitoring wells to be used in the analysis.

Fees

The tasks described in the Scope of Work will be completed for the following fees:

Task 1 Flow Analysis and Summary Report	\$24,000
Task 1 Total:	\$24,000

Task 1 is lump sum. Lumos will be happy to amend this proposal as necessary to add other services not included or to amend the proposed services to better match the scope of services required.

If this proposal is acceptable, please provide the BAWA's contract for signature. Lumos will send monthly progress billings on this project. The amount of these billings will be based upon the percentage of work completed. The terms are 'Due Upon Receipt' and accounts are past due after 30 days. Accounts over 30 days old will be subject to interest at the rate of 1 ½% per month and such collection action as may be necessary to collect the account. In addition, a "Stop Work Order"

may be issued on past due accounts. In this case, no further work will be performed until the account is brought current.

Thank you again for allowing Lumos to provide you with this proposal. Please do not hesitate to call me if you have questions or concerns as we would happy to discuss them with you.

Sincerely,

A handwritten signature in blue ink, reading "Jonathan Lesperance", written over a horizontal line.

Jonathan Lesperance, P.E.
Group Manager, Engineering Division

Election of Officers – Chairman and Vice Chairman

Chairman Pachucki will open nominations for election of officers and will turn it over to Deston Dishion, Authority Administrator.

Deston will then call for nominations for the position of Chairman.

After all nominations have been made, Pachucki will make a motion to close the nominations for Chairman. Take roll count to close nominations.

A roll call will be taken for the nominated person(s).

Newly elected Chairman will move to the middle seat and open nominations for Vice-Chairman.

After all nominations have been made, newly elected Chairman will make a motion to close the nominations for Vice-Chairman. Take roll count to close nominations.

A roll call will be taken for the nominated person(s).

Newly elected Vice-Chairman will move to the correct seat next to the Chairman.

Both newly elected will serve a one year term.

*If more than one commissioner is nominated, someone needs to make a motion to appoint one of the nominations (do not take roll on each person for higher vote).