

**BISHOP AREA WASTEWATER AUTHORITY  
BOARD OF DIRECTORS  
MEETING MINUTES  
June 17, 2025**

1) **CALL TO ORDER - 8:07 am**

Vice Chair Schwartz called the Bishop Area Wastewater Authority Board of Directors Meeting to order at 8:07 a.m. in City Hall, 377 West Line Street, Bishop, California in-person and via Zoom.

2) **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Vice Chair Schwartz.

3) **ROLL CALL**

**PRESENT:**

Board Member Pachucki  
Vice Chair Schwartz  
Board Member Carr

**Others Present:**

Nora Gamino, Authority Administrator  
Jessica Ortiz, Authority Secretary  
Matt Bullis, Assistant Administrator via Zoom  
Ward Simmons, Legal Counsel via Zoom  
Eastern Sierra Community Service District Staff  
Bishop Paiute Tribal Council Members / Staff

**ABSENT:**

Chair Muchovej joined the meeting at 8:17 a.m.

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.

No public comments were received.



Vice Chair Schwartz wanted to know the length of this agreement. Administrator Gamino states the agreement is to last through the end of the year with an option to extend for 5 years. The agreement will be brought back to the Board for renewal.

#### 6.b) Fiscal Year 2025-2026 Budget Hearing and Adoption

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FY2025-2026 Proposed Budget

FY2024-2025 Expenditures to Date

Chair Muchovej joined the meeting at 8:17 a.m.

Administrator Gamino presented the report to the Board, noting that approximately two-thirds of the FY 2024–2025 budget has been utilized. The Administrative Services Agreement, the Willdan Agreement, and legal fees were all under budget. The Joint Powers Authority (JPA) budget was also not fully utilized, as each Member board retained its own legal counsel.

The proposed budget for FY 2025–2026 was developed based on the FY 2024–2025 budget. It was noted that the LADWP Land Acquisition and the State Revolving Fund (SRF) design work are not currently included in the budget. These capital expenditures will be incorporated when purchases are made. The City of Bishop remains the guarantor under the agreement.

Vice Chair Schwartz inquired about the location of the LADWP acquisition funds, and it was confirmed that they are held within the general budget.

Board Member Pachucki asked about the management of the SRF funds, and it was clarified that the City of Bishop, as the applicant, will manage the funds. Any approvals must first be authorized by BAWA and then submitted to the City Council. Pachucki also raised a question regarding two references made by Lumos in the SRF related to hydraulics. Mr. Bullis responded that the State requires sampling, which will be conducted during the design phase.

Assistant Administrator Bullis confirmed that these tasks will be incorporated into the design phase. He noted that an auto-nitrate sampler must be selected during the pre-design phase as part of the plant update. He also raised the question of whether 200 acres of land would be necessary for the plant's size and suggested further discussion on land application requirements.

Administrator Gamino clarified that the cost of the necessary studies will be included into the SRF. Agreements related to the SRF are expected in August or September, which may impact the timeline for advancing the design phase. Sampling will be carried out by each agency in preparation for the design work.

Motion/Chair Muchovej

Seconded/Board Member Carr

Chair Muchovej made a motion to Adopt the Fiscal Year 2025-2026 BAWA budget as presented.

Motion passed: 4-0

Ayes: Board Member Pachucki, Chair Muchovej, Vice Chair Schwartz, Board Member Carr

Noes: None

Abstain: None

Absent: None

6.c) Final WWTP Preliminary Engineering Report

Cover Page

BAWA Wastewater Treatment Plant Preliminary Engineering Report

J. Lesperance with Lumos discussed report with board. The need to consolidate plant flows for the future plant is necessary.

Closer examination of effluent disposal practices also needs to be conducted to determine if land application will continue to be the approved method for BAWA. Expansion of wastewater sampling will need to be done by Members.

Vice Chair Schwartz had concerns about electricity and upgrading electrical needs, and the cost estimate for doing so. Administrator Gamino discussed solar arrays, system is functioning but not at its full potential. There is a consideration to keep solar arrays.

Assistant Administrator Bullis reviewed a timeline of the report's progression. The report generated the following 1) a new cost estimate for electrical 2) SCADA source control system 3) Taxes. Recommendations brought forth by report: an extended work schedule, options for nitrate samplers for new plant design. Regarding consolidation of effluent plants and land irrigation needs the following questions were posed- how many ponds are necessary? What is the appropriate size for the plans?

Board Members gave positive feedback on the report.

No public comment was made.

Motion/Board Member Pachucki

Seconded/Vice Chair Schwartz

Board Member Pachucki made a motion to Approve the Final Wastewater Treatment Plant Preliminary Engineering Report.

Motion passed 4-0

Ayes: Board Member Pachucki, Chair Muchovej, Vice Chair Schwartz, Board Member Carr

Noes: None

Abstain: None

Absent: None

6.d) Willdan Contract Amendment to Extend Services

Cover Page

Willdan Amendment 03\_extension

Administrator Gamino reviewed item with Board. A contract with Willdan Engineering has been extended by one year, contract will terminate in June 2026. A budget of \$35,000.00 has been allocated for 2025/2026. This is a \$5,000.00 increase from prior's year's budget of \$30,000.00.

No public comment was made.

Motion/Vice Chair Schwartz Seconded/Board Member Pachucki

Vice Chair Schwartz made a motion to approve Authorize the Administrator to sign and execute Amendment 3 with Willdan Engineering to extend Administration Assistance services through June 30, 2026 and add \$5,000 for a new total not-to-exceed amount of \$70,100.

Motion passed 4-0

Ayes: Board Member Pachucki, Chair Muchovej, Vice Chair Schwartz, Board Member Carr

Noes: None

Abstain: None

Absent: None

6.e) Election of Officers

Clerk Ortiz opened the nominations for Chair.

Board Member Pachucki nominated Board Member Carr for Chair.

No further nominations were made.

No public comments were made.

Chair Muchovej made a motion to close the nominations. Vice Chair Schwartz seconded the motion.

Motion passed 3-0.

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

Noes: None

Abstain: Board Member Carr

Absent: None

Chair Muchovej made a motion to elect Board Member Carr for Chair of Bishop Area Wastewater Authority Board of Directors.

Motion passed 3-0.

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

Noes: None

Abstain: Board Member Carr

Absent: None

No public comments were made.

Board Member Muchovej opened the nominations for Vice Chair

Board Member Muchovej nominated Vice Chair Schwartz for Vice Chair

No further nominations were made.

No public comments were made.

Board Member Pachucki made a motion to close the nominations. Board Member Muchovej seconded the motion.

Motion passed 3-0.

Ayes: Board Member Pachucki, Chair Carr and Board Member Muchovej

Noes: None

Abstain: Vice Chair Schwartz

Absent: None

Board Member Muchovej made a motion to elect Vice Chair Schwartz for Vice Chair of the Bishop Area Wastewater Authority Board of Directors. Board Member Pachucki seconded the motion.

Motion passed 3-0.

Ayes: Board Member Pachucki, Chair Carr and Board Member Muchovej

Noes: None

Abstain: Vice Chair Schwartz

Absent: None

## 7) STAFF AND BOARD REPORTS

Administrator Gamino reviewed the State Revolving grant and the revised intended use plan, approved for \$2.4 million to cover about 30% of the design phase. State project work is expected to begin in August or September 2025. The City, as the grantee, will oversee cash flow.

Assistant Administrator Bullis discussed a new agreement to include the Bishop Paiute Tribe as a legal partner in a JPA. Staff and attorneys from the district, city, and tribe have already met, and a draft agreement has been prepared. The final version is expected by July 2025. The agreement will be presented to the BAWA board at the next meeting, and an ad hoc committee will need to review it before approval.

M. Bullis presented his report regarding LADWP land acquisition with board. The BAWA board is looking to acquire 202 acres for a new wastewater treatment plant. There has been no decision from LADWP, however, a response is anticipated in 2026.

The contract allows for 202 acres, however, a discussion needs to be had as to whether that amount will be too much. Perhaps a modification down to the current plant acreage of 131 acres will be sufficient. The next phase during design should be an analysis of size.

Board Member Pachucki addressed acreage and advised staff to look for acreage as presented by Resource Concepts. Board Member Pachucki shared information regarding past LADWP leases. Attorney W. Simmons advised the idea should be presented in a future meeting as an item. Assistant Administrator Bullis will bring item for formal review at the next BAWA meeting.

8) ADJOURNMENT: The next regularly scheduled meeting of the Bishop Area Wastewater Authority will be September 16, 2025 at 8:00 a.m. in the Bishop City Council Chambers, 301 West Line Street, Bishop.

Chair Carr adjourned the meeting at 8:59 a.m. to the next regularly scheduled meeting on September 16, 2025.

  
Seth Carr (Mar 20, 2025 17:12:01 PDT)

Seth Carr, Chair



Jessica Ortiz, Authority Secretary