



**BELFLOWER-SOMERSET MUTUAL WATER COMPANY  
MINUTES OF REGULAR MEETING OF THE BOARD DIRECTORS**

**May 21, 2018**

**4:30 P.M.**

**Location: Company Office**

**Directors Present**

Rick Cook, President  
Leo Struiksma, Vice-President  
Jerry Larsen, Secretary  
Cheryl Harris  
Eric Ikeda

**Directors Absent**

None

**Others Present**

Robert Cheng, General Manager  
Cathy Cortez, Office Manager  
Wesley Whitehead, Stockholder  
Dan Buffington, Stockholder  
Cindy Byerrum, CPA

**1. Call to Order**

President Cook called to order the regular meeting of the Board of Directors of the Bellflower-Somerset Mutual Water Company (BSMWC) at 4:30p.m. at the Company office 10016 Flower St, Bellflower, CA 90706.

**2. Additions/Deletions/Adjustments to the Agenda**

None

**3. Public Comment**

Mr. Whitehead asked in regards to Easements being given to the company when developments are being worked on within the City of Bellflower and the company's boundaries,

**4. Approve the Minutes of the April 16, 2018 Board Meeting**

Motion by Director Larsen, seconded by Director Harris, and carried unanimously to approve the minutes of April 16, 2018.

**5. Approve Payment of Bills**

Motion by Director Larsen, seconded by Director Struiksma, and carried unanimously to approve payment of the bills as presented approve payment of the bills as presented.

**6. Informational Reports:**

A. Written Communications  
None

- B. Supervisory Control and Data Acquisition Project (SCADA)  
Robert Cheng informed the Board that Stantec Engineering will be working on the Master Programming and Westin Engineering will be working on the Reservoir programming of the SCADA system.

## 7. Discussion/Action Items

- A. Update on Leahy Well Construction  
Robert Cheng provided a presentation on the cost of completing the Leahy Well.

On a motion by Director Harris, seconded by Director Ikeda and carried unanimously to approve the following actions:

- Approve work with Civil Source (NV5) to complete the design plans for the Leahy Well for the amount up to \$120,000.00 and upon staff approval, file the plans with the City of Bellflower.
- Director Cook and Director Struiksma to form an ADHOC committee to look into the contract from Woodard & Curran for the State Revolving Fund and approve accordingly

- B. Update on Bellflower Courthouse Parking Lot Water Line Relocation  
Robert Cheng provided a presentation to the Board of the contracts obtained from Engineers for the relocation of the water line.

On a motion by Director Ikeda, seconded by Director Larsen and carried unanimously to approve the following actions:

- Add the contract from Michael Baker International to the ADHOC committee of Director Cook and Director Struiksma for review and presentation to the Board of Directors if needed.

- C. Preview of Fiscal Year 2019 Budget  
Cindy Byerrum presented the FY 2019 Budget for review to the Board of Directors. After a discussion, it was decided to table the approval of the budget until the June 2018 Board of Directors meeting.

- D. Alternatives for Bellflower-Somerset Mutual Water Company Office  
This item was tabled by the Board of Directors

## 8. Personnel Committee

- A. Alternative Work Schedule  
Robert Cheng provided a presentation to the Board on the advantages of implementing an alternative work schedule:

On a motion by Director Struiksma, seconded by Director Ikeda and carried with a 4 – 1 vote to approve the following action;

- Adopt Resolution 2018-1, approving the Proposal of Alternative Workweek Schedule as presented to the Board to be implemented no earlier than August 13, 2018.

Directors Harris, Cook, Ikeda, Struiksma – Aye, Director Larsen - Nay

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**9. Finance Committee**

- A. Review of Financial Statements  
No report

**10. Staff Reports**

- A. General Manager

Robert Cheng reported on his discussion with the City of Bellflower on the pumping allocation of 1300 AF per fiscal year from the High Capacity Well and the City of Bellflower suggestion to amend the contract to 1800 AF per fiscal year.

**11. Executive Session: (Personnel Matters)**

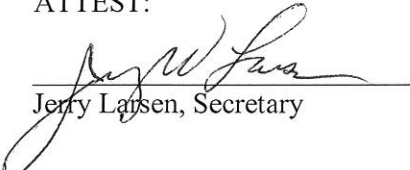
None

Adjournment

There being no further business, a motion was made by Director Ikeda, seconded by Director Larsen, and carried unanimously to adjourn the meeting.

  
Rick Cook, Board President

ATTEST:

  
Jerry Larsen, Secretary