

IRISH BEACH WATER DISTRICT BOARD OF DIRECTORS MEETING
15401 FOREST VIEW ROAD, REX DUNNING FIREHOUSE
MANCHESTER, CA 95459
NOVEMBER 10, 2012

1. **CALL TO ORDER AND ROLL CALL:** President Jassowski called the Regular Meeting to order on Saturday November 10, 2012 in the Rex Dunning Firehouse, 15401 Forest View Road at 10:02 am. Directors in attendance were; Jassowski, Whitaker, Harley, and Murray. Vice President Poling was absent. Staff in attendance were: Operations Manager Acker, Office Manager Fromwiller, and the District's Legal Counsel Matt Emrick. Public in attendance were: Leon Drolet, Bettye Winters, Sonya Keasberry, Al Thompson, Loretta Thompson, Jan McCormick, Su Whitaker, Neelam Salmen, and Vera Lee Kaiser.
2. **APPROVAL OF MINUTES:** Director Whitaker moved to approve the minutes of the Regular meeting held on September 8, 2012. Director Harley seconded. All were in favor. Motion carried.
3. **COMMUNICATIONS AND CORRESPONDENCE:** President Jassowski turned over the discussion to Treasurer Murray on the communications from Mr. William Moores on the Greater Than 40 Year Fund. Treasurer Murray handed out a spread sheet of the Greater Than 40 Year Fund restricted account identifying the draws and deposits. She reported how the amounts are collected and the current amount in the Greater Than 40 Year Fund as of October 31, 2012 is \$198,083.00. The projected 2011-2012 10% limit of the replacement value of the assets is \$208,674.00. The 2012-2013 projected amount is \$213,982.00 and the 10% limit is \$214,935.00. Therefore, the balance is under the maximum limit to be collected. President Jassowski will email Mr. William Moores a summary of the details and the hand out from Treasurer Murray.
4. **PUBLIC INPUT:** President Jassowski asked if there were any public input on items not on the agenda. Neelam Salmen asked about the status of the Law Suit. Legal Counsel, Matt Emrick, said the trial was pushed back to March 18, 2013, the Statement of Decision was made in May, and the written Decision was handed out in early July. Office Manager Fromwiller reported that the Statement of Decision was posted on the District's web site at www.ibwd.org.
5. **REPORTS**
 - A. **TREASURER'S REPORT:** Treasurer Murray gave her report and the Actuals vs. Budgeted had minimal data since we are one month into the new budget. She then highlighted the cash statement bringing attention to the restricted accounts, specifically the Greater Than 40 Year Fund. She reviewed the Balance Sheet and checks issued and then requested Board approval of the check register and expenditures. Director Harley moved to approve the Treasurer's report and check register. Director Whitaker seconded. All were in favor. Motion carried.
 - B. **WATER:** Operations Manager Acker gave the Water Report. The task of assembling all the documents needed by the Court was complete and a snap scanner was purchased to accomplish that task. He then reported the following: 1) The WIMS data collection system was making progress and almost finished; 2) pipes were replaced by Pomo Lake and leaks on O'Rorey's Roost and Alta Mesa were identified; and 3) important system repair was done on pipes and a valve on Irish Beach Drive while a culvert replacement project was being done. He wrote a new bacteria sampling report for the plant and will make it available to be posted on the web site.
 - C. **SAFETY COMMITTEE:** Director Whitaker reported that the Safety committee did meet. The members reviewed the items covered during the year, including one important note: "to always take a deep breath!" Operations Manager Acker expressed his appreciation for all of Steve's contributions as the Safety chair and that the staff is much safer because of it. Director Whitaker emphasized the importance of the chair being one of the Board members.
 - D. **OTHER:** Irish Beach Water District Legal Counsel, Matt Emrick, stated that there was nothing new to report. He reiterated that Phases 3 and 4 of the litigation had been consolidated and the Statement of Decision was made and was posted on the District's web site. President Jassowski asked when a copy of the transcript would be made available. Legal Counsel responded, "Soon".
 - E. **ON-GOING REPORTS:**
 1. **WATER STORAGE FACILITIES:** Operations Manager Acker said that the Tank 1 replacement is on track and he had contacted the manufacturer, located in Kansas, and a contract will be sent for approval. Preparations still need to be done such as arranging for the cargo container and storage shed to be moved and arrangements for storage of the tank.
 2. **WATER CONVEYANCE/LOSS:** Operations Manager Acker reported that the percentage of loss is continuing to go down but still is about 30%. With replacement of the pipes to the meter box in Unit 7 and some in Unit 5, the loss will continue to go down.
 3. **RCFPD COMMITTEE UPDATE:** Director Whitaker, Committee Chair reported that the Committee did meet and the lease agreement for the Building to RCFPD will be discussed later under that agenda item.

6. OLD BUSINESS:

- A. DISCUSSION OF THE DRAFT LEASE OF THE DISTRICT'S BUILDING TO RCFPD.** The Board did discuss the lease and agreed that the lease needs to be rewritten and placed back on the agenda for the next meeting.
- B. COMPLETION / ACTION OF ACCEPTING RESOLUTION 2012-1: RECORDING QUIT CLAIM/GRANT DEED EASEMENT FOR RJ DIAL.** After Board discussion, Director Harley moved to approve Resolution 2012-1. Director Whitaker seconded. Roll call vote: Jassowski aye, Whitaker aye, Harley aye, Murray aye, Poling was absent. Motion carried 4-0.
- C. DISCUSSION ON MEYER NAVES INVOICES:** President Jassowski discussed the invoices that were not paid. After much Board discussion, Treasurer Murray made a motion to pay \$16,939.76 taking advantage of the 25% discount, if paid by the end of this year. President Jassowski seconded. Roll call vote: Jassowski aye, Harley aye, Murray aye. Whitaker no, Poling was absent. Motion carried 3-1.
- D. DISCUSSION ON THE DISTRICT'S NEWSLETTER;** The Board reviewed and gave comment on items to be added. Operations Manager Acker will provide information to Office Manager Fromwiller for inclusion in a newsletter to be distributed in the regular water bills.

7. NEW BUSINESS:

- A. CONSIDERATION / ACTION / ADOPTION OF THE FISCAL 2012-2013 DISTRICT ASSETS AND RESOLUTION 2012-4:** Treasurer Murray reviewed the District assets. She reported that the 2012-2013 Fiscal Year Capital Improvement assessment includes a 3% annual increase (\$6.26) from \$222.66 to \$228.92. Treasurer Murray highlighted the Greater Than 40 Year Fund fixed assets as previously mentioned still being within the limits. After review and Board discussion Director Harley made a motion to approve Resolution 2012-4, accepting the 3% increase. Director Whitaker seconded. Roll call vote, Jassowski aye, Whitaker aye, Harley aye, Murray aye, Poling was absent. Motion carried 4-0.
- B. CONSIDERATION / ACTION OF ELECTING A NEW SAFETY CHAIR:** The Board discussed who would be the next safety chair. Director Whitaker stated that a Board member should be the chair and the safety meeting is scheduled for every third Tuesday of the month. However, it could change with the availability of both the staff and the Board member. Treasurer Murray made a motion that President Jassowski be the safety chair and that Office Manager Fromwiller coordinate the monthly meetings. Director Harley seconded. Motion carried 4-0.
- C. REVIEW CANDIDATES FOR REPLACEMENT OF RETIRING BOARD MEMBER WHITAKER.** The Board decided that once Director Whitaker delivers his letter of resignation, the Board will have 60 days to search for his replacement.

ADJOURN TO EXECUTIVE SESSION: President Jassowski adjourned the public meeting and convened to executive session at 12:45 pm.

8. EXECUTIVE (CLOSED) SESSION:

- A. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION: SUBDIVISION (A) OF CALIFORNIA GOVERNMENT CODE §54956.9: WILLIAM H. MOORES ET AL. V. IRISH BEACH WATER DISTRICT, MENDOCINO SUPERIOR COURT NO. SC-UK-CV-G-09-0054665-000.**

RECONVENE TO OPEN SESSION: President Jassowski adjourned the closed executive session and reconvened the public session at 1:15 pm.

President Jassowski announced that there were no reportable actions taken.

ADJOURNMENT: Director Whitaker moved to adjourn the meeting. Director Harley seconded. Motion carried 4-0.

Respectfully submitted,

Donald Jassowski: President
Prepared by Annette Fromwiller

Attest:

Don D. Harley: Secretary of the Board

**IRISH BEACH WATER DISTRICT BOARD OF DIRECTORS MEETING
15401 FOREST VIEW ROAD, REX DUNNING FIREHOUSE
MANCHESTER, CA. 95459
JANUARY 12, 2013**

1. **CALL TO ORDER AND ROLL CALL:** President Jassowski called the Regular Meeting to order on Saturday January 12, 2013 in the Rex Dunning Firehouse, 15401 Forest View Road at 10:03 am. Directors in attendance were; Jassowski, Whitaker, Harley, and Murray. Vice President Poling later attended the executive session by phone. Staff in attendance were; Operations Manager Acker, Water Technician Rogers, Office Manager Fromwiller, and the District's Legal Counsel Matt Emrick. Public in attendance were: Al Thompson, Bertye Winters, Lorena Thompson, Su Whitaker, and Margaret Ballou.
2. **APPROVAL OF MINUTES:** Director Whitaker moved to approve the minutes of the Regular meeting held on November 10, 2012. Director Murray seconded. All were in favor. Motion carried.
3. **COMMUNICATIONS AND CORRESPONDENCE:** Communications from William Moores on the Greater Than 40 Year Fund will be included in the next meeting packet.
4. **PUBLIC INPUT:** President Jassowski offered public input on any items not on the agenda but none was offered.
5. **REPORTS**
 - A. **TREASURER'S REPORT:** Treasurer Murray gave her report reviewing the Actuals vs. Budgeted. She then highlighted page 10 and 11 "Transmission and Distribution" and "Administration General". The costs were high due to leaks and legal. She reported on the Cash Statement bringing to the Board's attention the \$20,000.00 that was transferred from the Less Than 40 Year Fund to cover the \$16,939.76 to Meyers Nave as the Board approved. She further reviewed the restricted accounts; Greater Than 40, Mallo Pass (AWDF) and System Wide and noted that the 1st installment of the Benefit Assessment was deposited. She ended her report with the Balance Sheet and requested Board approval of the Treasurer's Report and check expenditures. Director Harley moved to approve the Treasurer's report and check expenditures. Director Whitaker seconded. All were in favor. Motion carried.
 - B. **WATER:** Operations Manager Acker gave the Water Report. He reported on the following: 1) American Leak Detection was hired to find underground leaks in Unit 7 on O'Roey's Roost; and 2) During the final stages of installation of the new monitoring system, HACH/WIMS, it was found not to be in compliance with state regulations. However he did work with the state regulator to get the reports needed to stay in compliance. Operations Manager Acker requested a full refund from HACH/WIMS since the software didn't provide what was needed to be compliance. The Board agreed that if the vendor doesn't refund the monies paid by the District, Operations Manager Acker should proceed to the next step and update the Board at the next meeting in March. He ended his report by stating that all the annual testing is completed.
 - C. **SAFETY COMMITTEE:** President Jassowski said that the monthly safety meeting was held. The two topics covered were; "Celebrate Safety", and "Ergonomics, the 24-hour body"
 - D. **OTHER:** Irish Beach Water District Legal Counsel, Matt Emrick, stated that there was nothing new to report except that the deposition was rescheduled.
 - E. **ON-GOING REPORTS:**
 1. **WATER STORAGE FACILITIES:** Operations Manager Acker said that the Tank 1 replacement is on track and that the planning stages are underway. He is waiting to hear back from the vendor on the questions regarding the tank quote.
 2. **WATER CONVEYANCE/LOSS:** Operations Manager Acker said the percentage of loss is continuing to be reduced.
 3. **RCFPD COMMITTEE UPDATE:** Director Whitaker, Committee Chair reported that no new lease was prepared.
6. **OLD BUSINESS:**
 - A. **DISCUSSION OF THE DRAFT LEASE OF THE DISTRICT'S BUILDING TO RCFPD.** Director Whitaker had nothing to report and the rent continues month to month.
 - B. **REVISING OF RESOLUTION 2012-1: RECORDING QUIT CLAIM/GRANT DEED EASEMENT FOR RJ DIAL.** President Jassowski stated that the Quit Claim Easement needed to have reference to Resolution 2012-1 and add the value of "less than \$100". Legal counsel Emrick will review the final draft before it is notarized.
 - C. **DISCUSSION OF REVISING THE WELL RESOLUTION 2012-__** The Board agreed it would further be discussed at the next meeting. The ad hoc committee was established consisting of: Secretary Don Harley, Legal Counsel Matt Emrick, President Jassowski, and Community Member Stephen Whitaker.
 - D. **CONSIDERATION FOR THE REQUEST (BALLOU) TO DRILL A WELL AT NICHOLS RANCH.** Director Whitaker handed out a Well Resolution Exception. The Board considered approving a Resolution for PARCEL NO. 132-210-44-00 once the corrections were made. Director Harley moved to approve Well Resolution Exception 2013-1 subject to conditions and corrections and place it on the next agenda for signatures. Director Whitaker seconded. Roll call vote: Jassowski aye, Whitaker aye, Harley aye, Murray aye, Poling was absent. Ms Ballou was in attendance and asked for a copy.

7. NEW BUSINESS:

- A. REVIEW/DISCUSSION ON THE BUDGETING FOR CURRENT CAPITAL PROJECTS: Treasurer Murray wanted to clarify the funds that would be used for the Tank 1 project. She stated that the System Wide Fund and the Greater Than 40 Year Fund would be used for those expenditures. Operations Manager Acker concurred and commented: that the approved budget for the Tank 1 Project is \$350,000.00 of which \$150,000.00 is for the tank.

ADJOURN TO EXECUTIVE SESSION: President Jassowski adjourned the public meeting and convened to executive session at 12:35 pm. Vice President Poling joined the closed session at 12:37 pm.

8. EXECUTIVE (CLOSED) SESSION:

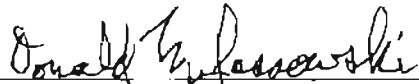
- A. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION: SUBDIVISION (A) OF CALIFORNIA GOVERNMENT CODE §54956.9: WILLIAM H. MOORES ET AL. V. IRISH BEACH WATER DISTRICT, MENDOCINO SUPERIOR COURT NO. SC-UK-CV-G-09-0054665-000.

RECONVENE TO OPEN SESSION: President Jassowski adjourned the closed executive session and reconvened the public session at 1:15 pm.

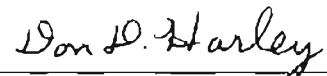
President Jassowski announced that there were no reportable actions taken.

ADJOURNMENT: Director Whitaker moved to adjourn the meeting. Director Harley seconded. Motion carried 4-0.

Respectfully submitted,


Donald Jassowski, President
Prepared by Annette Fromwiller

Attest:


Don D. Harley: Secretary of the Board

**IRISH BEACH WATER DISTRICT BOARD OF DIRECTORS MEETING
15401 FOREST VIEW ROAD, REX DUNNING FIREHOUSE
MANCHESTER, CA. 95459
MARCH 9, 2013**

1. **CALL TO ORDER AND ROLL CALL:** President Jassowski called the Regular Meeting to order on Saturday March 9, 2013 in the Rex Dunning Firehouse, 15401 Forest View Road at 10:03 am. Directors in attendance were: Jassowski, Harley, and Murray. This constitutes a Quorum. Vice President Poling attended by phone at 10:15 am during the Treasurer's Report. Staff in attendance were: Operations Manager Acker, Water Technician Rogers, Office Manager Fromwiller, and the District's Legal Counsel Matt Emrick. Public in attendance were: Gene Cady, Al Thompson, Loretta Thompson, and Betye Winters.
2. **APPROVAL OF MINUTES:** Director Harley moved to approve the minutes of the Regular meeting held on January 9, 2013. Director Jassowski seconded. All were in favor. Motion carried.
3. **COMMUNICATIONS AND CORRESPONDENCE:** President Jassowski reviewed the communications from William Moores on the collections of the Greater Than 40 Year Fund. He then commented "That the District will continue to collect the voter approved Proposition for The Greater Than 40 Year Fund"
4. **PUBLIC INPUT:** President Jassowski offered public input on any items not on the agenda but none was given.
5. **REPORTS**
 - A. **TREASURER'S REPORT:** Treasurer Murray gave her Treasurer Report and highlighted on the "Transmission and Distribution" remarking that those costs were high due to the leaks being fixed. She reported on the Cash Statement and noted the closing of The Less than 40 Year and Operations Reserve funds to pay expenses. She continued her report on the restricted accounts: Greater Than 40, Mallo Pass (AWDF) and System Wide Funds and made note that monies will be drawn from the Greater Than 40 Year Fund for the Tank 1 Project, this will be further discussed under Old Business 6 E. She then announced that approximately \$16,000.00 of the Legal Expenses were paid by The District's Insurance Company. She ended her report with the Balance Sheet and requested for Board approval of the Treasurer's Report and the current check expenditures. Director Harley moved to approve the Treasurer's report and check expenditures. Director Jassowski seconded. All were in favor. Motion carried.
 - B. **WATER:** Operations Manager Acker presented a Slide Show of the Tank 1 demolition and construction. Water Technician Rogers gave a brief report on the District's Water Storage which was efficient enough to supply the community during the construction. Operations Manager Acker did approve overtime for the laborer's this weekend to complete their part of the project by Monday. He concluded his report that Tank 1 should be finished by this week, heartening news, since the District's two wells have not been able to keep up with usage.
 - C. **SAFETY COMMITTEE:** President Jassowski said that the monthly safety meeting was held. The topic that was covered was: "Communication Breakdown" and the review of the safety brief: "What Are Your Attitudes Towards Safety".
 - D. **OTHER:** Irish Beach Water District Legal Counsel, Matt Emrick mentioned the letter from State Water Resources Control Board on a filing for AB2121 (Ground and In Stream Flows of Waters Guidelines for the Northern Coast) that a supplemental environmental impact review will be done. He then gave a slide show on: The Brown Act: Agenda Requirements. One requirement is that the agenda item be described enough to be clear; adding enough descriptive elements. Exceptions are: brief announcements, questions for clarification, any factual information pertinent to the Board members. Exceptions are: 1) Emergencies may be discussed at a regular meeting if, by the majority of the vote to be a true emergency. 2) Continuation within 5 days, such as an item on a special meeting, if a regular meeting follows, and then it could be added. 3) Items that come up after the agenda is posted for immediate action have to be approved by 2/3 of the vote of the Board. The consequence: No Action or Discussion will be on any item not on the agenda. Packets: Are public and are posted within 72 hours prior to meeting and be available at the meeting. Documents submitted during the meeting should be added as supplemental packet materials and available publicly. Something that can be added to the agenda: the Availability of public records. "All public records related to a open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act that are distributed to a majority of the legislative body, will be available for the meeting and for public inspection at www.ibwd.org, at the same time that the public records are distributed or made available to the legislative body". For materials added at the meeting and not part of the agenda, the suggestion was to add a link to the web site packet as "supplemental packet materials"
 - E. **ON-GOING REPORTS:**
 1. **WATER STORAGE FACILITIES:** Topic was discussed under the Water Report.
 2. **WATER CONVEYANCE/LOSS:** Operations Manager Acker reported on that the percentage of loss is continuing to be reduced. Water Technician Rogers then gave a brief report on the types of leaks being found, the condition of the pipes, and the bad infrastructure of some Units. Operations Manager Acker made a comment that these costs are part of the Operating Budget under Transmission and Distribution, as mentioned under the Treasurer's report. President Jassowski would like to see a conveyance report on the losses at the meetings, preferably in the packet.
 3. **RCFPD COMMITTEE (UPDATE: NTR (Nothing to Report))**

6. OLD BUSINESS:

- A. DISCUSSION OF THE DRAFT LEASE OF THE DISTRICT'S BUILDING TO RCFPD. NTR (Nothing To Report)
- B. REVISING OF RESOLUTION 2012-1 RECORDING QUIT CLAIM/GRANT DEED EASEMENT FOR RJ DIAL. Board approved President Jassowski to have the Quit Claim Easement notarized after Legal Counsel Emrick adds the Legal Description of the Easement and will be placed back on the agenda for the next meeting.
- C. DISCUSSION OF REVISING THE WELL RESOLUTION 2013-; The Adhoc committee of Donald Jassowski, Don Harley, Mar Emrick and Steve Whitaker will report back at the next meeting.
- D. ACCEPTING RESOLUTION 2013-1 ALLOWING EXEMPTION TO PARCEL 132-210-44-00(BALLOU) FROM THE DISTRICT'S WELL DRILLING MORATORIUM (RESOLUTION 2000-7) SUBJECT TO CONDITIONS: Director Harley moved to approve Well Resolution Exception 2013-1 allowing exemption to The District's Well Moratorium subject to conditions for parcel 132-210-44-00. Donald Jassowski seconded. Roll Call vote: Jassowski aye, Harley Aye, Poling aye, Murray aye. All were in favor. Motion carries.
- E. DISCUSSION ON CURRENT CAPITAL PROJECTS FUNDING; Treasurer Murray reviewed the Restricted Funds and what was needed to complete the Tank J Project. She then continued with that \$101,000.00 will be drawn from Greater Than 40 Year Restricted Fund for the Tank J Project. The Board was in agreement of where the monies will be drawn from.

7. NEW BUSINESS:

- A. DISCUSSION ON MONIES BEING REFUNDED FROM HACH Operations Manager Acker said that "HACH" the manufacture of the WIMS Software (Water Information Management Solution) did issue a credit refunding the monies spent by the District and should be arriving in the mail soon.
- B. DISCUSSION/ACTION ON DIRECTOR CANDIDATES AND RESOLUTION TO FILL VACANCY: President Jassowski gave his announcement of the interested parties. President Jassowski then made a motion to appoint Leon Drolet as Director of the Irish Beach Water District filling a vacated Term by Stephen Whitaker. Vice President Poling seconded. All were in favor. Motion carried. Office Manager Fromwiller will send Mr. Drolet the Oath of Office.
- C. DISCUSSION/ACTION ON THE MAY MEETING DATE IN LIEU OF MOTHERS DAY: Vice President Poling made a motion to see who would be available for the May 11, 2013 meeting; Jassowski aye, Harley aye, Poling noe, Murray noe. Directors available for May 18, 2013: Jassowski aye, Harley aye, Poling aye, Murray aye. President Jassowski made a motion; "Due to lack of Quorum for the Regular Meeting of May 11, 2013, a Special Meeting will be scheduled for May 18, 2013". Director Harley seconded. All were in favor. Motion carried.

ADJOURN TO EXECUTIVE SESSION: President Jassowski adjourned the public meeting and convened to executive session at 12:25 pm.

8. EXECUTIVE (CLOSED) SESSION:

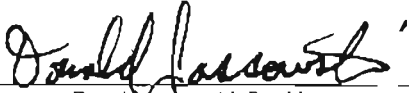
- A. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION; SUBDIVISION (A) OF CALIFORNIA GOVERNMENT CODE §54956.9: WILLIAM H. MOORES ET AL. V. IRISH BEACH WATER DISTRICT, MENDOCINO SUPERIOR COURT NO. SC-UK-CV-G-09-0054665-000.

RECONVENE TO OPEN SESSION: President Jassowski adjourned the closed Executive session and reconvened the public session at 1:15 pm.

President Jassowski reported on that the Trial date has been changed to August 5, 2013 and there were no other reportable actions taken

ADJOURNMENT: Director Harley moved to adjourn the meeting. Treasurer Murray seconded. Motion carried 4-0.

Respectfully submitted,


Donald Jassowski, President
Prepared by Annette Fromwiller

Attest 
Don D. Harley: Secretary of the Board

**IRISH BEACH WATER DISTRICT BOARD OF DIRECTORS SPECIAL MEETING
15401 FOREST VIEW ROAD, REX DUNNING FIREHOUSE
MANCHESTER, CA 95459
MAY 18, 2013**

1. **CALL TO ORDER AND ROLL CALL:** President Jassowski called the Special Meeting to order on Saturday May 18, 2013 in the Rex Dunning Firehouse, 15401 Forest View Road at 10:06 am. Directors in attendance were; Poling, Jassowski, Drolet, Harley, and Murray. Staff in attendance were; Water Technician Rogers, Office Manager Fromwiller, and the District's Legal Counsel Matt Emrick. Public in attendance were: Louise A Ross, Charles S. Ross, Ron Sackman, Nancy Epanchin, Nic Epanchin, Vera Lee Kaiser Carter, and Bettye Winters.
2. **APPROVAL OF MINUTES.** Director Harley moved to approve the minutes of the Regular meeting held on March 9, 2013. President Jassowski seconded. Roll Call vote: Director Murray aye, Harley aye and President Jassowski aye. Vice President Poling abstain, Director Drolet abstain. Motion passed by majority vote.
3. **COMMUNICATIONS AND CORRESPONDENCE:** President Jassowski reviewed the communication from William Moores' estimate for maintenance of the Hillcrest Gate
4. **PUBLIC INPUT:** President Jassowski offered the public input on any items not on the agenda but none was given.
5. **REPORTS**
 - A. **TREASURER'S REPORT:** Treasurer Murray reviewed the Cash Statement highlighting the restricted accounts; Greater Than 40, Mallo Pass (AWDF) and System Wide Funds. She brought to the Board's attention that the Greater Than 40 fund was down due to the funding of the Tank 1 Project. She requested Board approval of the Treasurer's Report and the current check expenditures. Director Drolet requested to have more detail and a percentage of budget used on the Budget reports. Director Harley moved to approve the Treasurer's report and check expenditures. Vice President Poling seconded. All were in favor. Motion carried.
 - B. **WATER:** Water Technician Rogers gave the water report in Operations Manager Ackers absence. He reported that the Tank 1 project was completed and routine leak repairs were done in Unit 7. The discussion then turned to Legal Counsel, Matt Emrick. He reported the following, Mr. William Moores filed a "cease and desist" order to stop the Tank 1 project and filed a temporary restraining order for the collection of the benefit assessment. The Court rejected both applications. Water Technician Rogers reported on the upper diversion had broken pipes that were being repaired due to several fallen trees from the rains. Finally, the information requested by the Mendocino Local Agency Formation Commission (LAFCO) for its 2013 Municipal Services Review of Water Districts, was prepared by, and forwarded to them by Charlie Acker. A member from the public, Mr. Epanchin, asked if the tanks had any restrictions on the amount of water that could be drawn in case of a fire and could a fire hose be attached. Water Technician Rogers wasn't aware of any restrictions and yes a fire hose could be attached.
 - C. **SAFETY COMMITTEE:** President Jassowski reported that two monthly safety meetings were held. One meeting covered "Stairways and Ladders", and the safety brief "Hazard Identification and Injury Prevention". The second meeting covered "Customer Service: Difficult Customer Alert", and two safety briefs, "Ladders and Stairwells" and "Bugs and Critters"
 - D. **OTHER:** Irish Beach Water District Legal Counsel, Matt Emrick gave his report under the Water Report.
 - E. **ON-GOING REPORTS:**
 1. **WATER STORAGE FACILITIES:** Topic was discussed under the Water Report.
 2. **WATER CONVEYANCE/LOSS:** Water Technician Rogers reported that the conveyance loss is approximately 33% which is down from the last year of 40%
 3. **RCFPD COMMITTEE UPDATE:** NTR (Nothing to Report)

6. OLD BUSINESS:

- A. REVISING OF RESOLUTION 2012-1 RECORDING QUIT CLAIM/GRANT DEED EASEMENT FOR RJ DIAL.** President Jassowski reviewed the corrections that Legal Counsel Emrick made. Vice President Pating made a motion to approve the Revised Quit Claim Deed and authorize President Jassowski to sign and notarize the document. Director Drolet seconded. All were in favor. Motion carried.
- B. DISCUSSION AND/OR ACTION: REVISING THE WELL RESOLUTION 2013-1 EXEMPTION FOR PARCEL 132-210-44-00 (BALLOU) FOR TYPE OF:** Ms Ballou's concern was the limit of 300 gallons per day (gpd) stated in Resolution 2013-1. The Board felt that was enough to get Ms Ballou started. However, the "Well Resolution Moratorium Resolution" which is separate from Resolution 2013-1 will be placed on the next agenda for discussion and/or action. The gallons per day (gpd) will be reviewed at that time.
- C. DISCUSSION AND/OR ACTION: USE OF THE WATER DISTRICT'S BUILDING CURRENTLY ON A MONTH TO MONTH LEASE TO RCFPD "REDWOOD COAST FIRE PROTECTION DISTRICT".** President Jassowski will draft a letter to the Redwood Coast Fire Protection District offering a monthly rent of \$62.50 (half of the current rent) for the storage of one Fire Vehicle. This will be placed back on the agenda.

7. NEW BUSINESS:

- A. DISCUSSION AND/OR ACTION: THREE DIRECTORS SEATS AVAILABLE: TWO LONG TERMS AND ONE SHORT TERM, ELECTION DATE AUGUST 27, 2013 EXPIRE THE FIRST FRIDAY IN DECEMBER 2013;** This item was placed on the agenda to notify the public of the three seats up for re-election. One short term being filled by Mr. Drolet. Two long terms, Donald Jassowski and Don Harley seats are up for re-election. Notices were posted at the Kiosks and the County has posted notices in the local newspapers with the filing date of May 31, 2013. No Board action was necessary.

ADJOURN TO EXECUTIVE SESSION: President Jassowski adjourned the public meeting and convened to the executive session at 11:35 am.

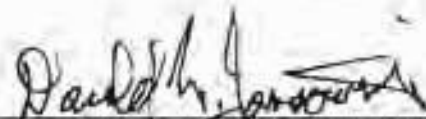
B. EXECUTIVE (CLOSED) SESSION:

- A. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION: SUBDIVISION (A) OF CALIFORNIA GOVERNMENT CODE 554956.9; WILLIAM H. MOORES ET AL. V. IRISH BEACH WATER DISTRICT MENDOCINO SUPERIOR COURT NO. SC-UK-CV-G-08-0054665-000.**

RECONVENE TO OPEN SESSION: President Jassowski adjourned the closed executive session and reconvened the public session at 11:48 am. President Jassowski announced that there were no reportable actions taken.

ADJOURNMENT: Director Harley moved to adjourn the meeting. It was moved and seconded. All were in favor. Motion carried.

Respectfully submitted


Donald Jassowski, President
Prepared by Annette Fromwiller

Attest:


Don D. Harley, Secretary of the Board

IRISH BEACH WATER DISTRICT BOARD OF DIRECTORS MEETING MINUTES
15401 FOREST VIEW ROAD, REX DUNNING FIREHOUSE
MANCHESTER, CA 95459
JULY 13, 2013

1. CALL TO ORDER AND ROLL CALL: President Jassowski called the Regular Meeting to order on Saturday July 13, 2013 in the Rex Dunning Firehouse, 15401 Forest View Road at 10:06AM. Directors in attendance were: Poling, Jassowski, Harley, and Murray. Director Drolet was not present; this constitutes a quorum. Staff in attendance were: Operations Manager Acker, Water Technician Rogers, Office Manager Fromwiller, and the District's Legal Counsel Matt Emrick. Public in attendance were: Gene Cady, Brian Carter, Vera-Lee Kaiser, George Munson, Betsy Munson, Karl Taylor, Al Thompson, Loretta Thompson, Patrick L Robards, Debbie Trujillo, Sonja Keasberry, Bettye Winters, Lu Vickery, Gary Levenson-Palmer, Susan Levenson-Palmer, Gary Klein and Dean Wolfe.

2. APPROVAL OF MINUTES: Director Murray moved to approve the minutes of the Regular meeting held on May 18, 2013. Director Harley seconded. Motion carried 4-0.

3. COMMUNICATIONS AND CORRESPONDENCE: President Jassowski indicated that all communications referred to Old Business 6 A and will be discussed under that item on the agenda.

4. PUBLIC INPUT: President Jassowski offered public input on non-agenda items. None was given.

5. REPORTS

A. TREASURER'S REPORT: Treasurer Murray reviewed the Cash Statement as of June 30, 2013, bringing to the Board's attention that \$150,000.00 is currently available for Capital Replacements. She went over the Budgeted vs. Actual expenditures noting that the District is 75% through this fiscal year and is in good standing. She was pleased to report that \$20,000 would be returned to the Operating Reserve at the end of the budget year because the District's insurance carrier is paying for litigation costs. Vice President Poling moved to approve the Treasurer's report and check expenditures as presented. President Jassowski seconded. Motion carried 4-0.

B. WATER: Operations Manager Acker reported a leak was fixed in Unit 7, reducing conveyance loss. He responded to a question from the public saying that pipes in Units 5 and 7 are on the replacement list and that costs will vary. He is still checking out improved methods to monitor leaks. Web Alert is up and running and alerts staff by phone when alarms sound in the water treatment plant. Tank 1 is complete and all annual reports have been filed. The Consumer Confidence Report was sent out with the water bills.

C. SAFETY COMMITTEE: President Jassowski reported that two monthly safety meetings were held. Topics covered were Heat Stress, General Electrical Safety, Back Protection, and Vacation Travel Safety. The safety meetings are held every third Tuesday of the month and the public is welcome.

D. OTHER: Legal Counsel, Matt Emrick, announced that the trial, Moores vs. IBWD liability phase for damages, was moved to September 23, 2013. He reported that the injunctions filed by Bill Moores to stop construction of Tank 1 and the collection of assessments were denied.

Treasurer Murray moved to take item New Business 7 C of the agenda out of order to accommodate the Contractor. Vice President Poling seconded. Motion carried 4-0.

NEW BUSINESS 7 C: Contractor Julia Acker presented a Sanitary Survey that she recently completed for the Elk County Water District and passed it around to the Board and public for review. She stated that a Sanitary Survey is a requirement by the California Department of Public Health and is done every five years. She explained that the Survey looks at the past survey, the watershed and, the potential hazards that may affect the quality and quantity of the waters, especially the source waters. She will send her bid proposal to the Board. The Board then Directed Operating Manager Acker to send out a Request for Proposal (RFP) and place it back on the agenda for the next meeting.

E. ON-GOING REPORTS:

1. **WATER STORAGE FACILITIES:** Topic was discussed under the Water Report.
2. **WATER CONVEYANCE/LOSS:** Operations Manager Acker reported that the conveyance loss has decreased and was discussed under the Water Report.

6. OLD BUSINESS:

A. DISCUSSION AND OR ACTION: REDWOOD COAST FIRE PROTECTION DISTRICT (RCFPD) LEASE AGREEMENT. President Jassowski discussed the issues surrounding the RCFPD lease agreement and retention of the fire rescue truck. Public input was solidly in favor of keeping the truck here in the firehouse. A petition was delivered with sixty-four (64) signatures agreeing with that opinion. After discussion, Vice President Poling moved to appoint President Jassowski to negotiate with RCFPD for the retention of the current fire rescue truck or one of equivalent or better value as part of a lease agreement that would benefit the Water District and its community. Director Harley seconded. Motion carried 4-0.

B. DISCUSSION AND/OR ACTION: SPECIAL PURPOSE WELL RESOLUTION. The Ad Hoc Committee of Legal Counsel Emrick, Director Harley, and President Jassowski will review the Well Moratorium Resolution and it will be placed back on the agenda for the next meeting.

7. NEW BUSINESS:

A. DISCUSSION AND/OR ACTION: 2011-2012 FISCAL YEAR AUDIT: Treasurer Murray reviewed the Fiscal 2011-2012 Audit ending September 30, 2012. In the opinion of the Auditor nothing was found to indicate the District's books were inaccurate and no reportable material weaknesses were found. The Auditor, Wendy Boise, resigned as the District's Auditor and an RFP will be prepared by Treasurer Murray for a replacement. Vice President Poling moved to accept and file the Audit. Director Harley seconded. Motion carried 4-0.

B. DISCUSSION: 2013-2014 OPERATING BUDGET INCLUDING WATER USAGE AND AVAILABILITY CHARGE: Treasurer Murray reviewed the 2013-2014 Draft Operating Budget. She discussed the reasoning for the increases of \$0.02/100 gallons for usage and \$0.58/month for availability. After Board discussion, Vice President Poling moved to approve the 2013-2014 Draft Operating Budget with the following modifications: 1) separate legal expenses into two categories; (a) General Counsel, budgeting \$30,000.00 and (b) Litigation, budgeting \$5,175.00 totaling \$35,175.00; 2) increase the Engineering Budget to \$6,000.00; 3) increase Water Usage charge by \$0.02/100 gallons to a total of \$0.46/100 gallons; and 4) keep the Availability charge unchanged at \$66.49/month. President Jassowski seconded. Motion carried 4-0. It will be placed on the next agenda for approval.

C. DISCUSSION AND/OR ACTION: REVIEW THE REQUIREMENTS OF THE DISTRICT'S FIVE YEAR SANITARY SURVEY AS TO BIDDING, COSTS, CONTRACTORS, AND TIMELINE: Item was moved under D: Other. It was then noted by Operations Manager Acker that these expenses are charged to the Operating Budget.

D. DISCUSSION AND/OR ACTION: REVIEW UPPER AND LOWER IRISH GULCH PIPE LINE REPLACEMENT AND COSTS: Operation Manager Acker wanted to make the Board aware that this needs to be done and is a Capital Replacement. In the past, Cal Fire crews were hired to clear the fallen trees, brush, and debris to get to the pipes; however, this needs to be looked at and scheduled accordingly. Operations Manager Acker will prioritize the Capital Replacement listing and have it for the next board meeting.

E. DISCUSSION AND/OR ACTION: REVIEW "THE CROSS CONNECTION" PROJECT AND COSTS: Operations Manager Acker noted this is a requirement and is part of the Operating Budget and not a Capital Replacement. He will prioritize the necessity, costs, and process and give a presentation. This will be placed back on the agenda for the next meeting.

F. DISCUSSION AND/OR ACTION: RESOLUTION 2013-2 TANK 2 BOUNDARY LINE ADJUSTMENT FOR PARCEL 132-210-24 AND EASEMENT TO ACCOMMODATE AN EXISTING WELL, LOCATED AT 42600 HILLCREST DRIVE, MANCHESTER CA: The Board approved Resolution 2013-2 subject to modifications on the record for the boundary line adjustment for parcel 132-210-24-00. Operations Manager Acker will update the Resolution 2013-2 with the approved modifications and will be placed back on the agenda for approval.

G. DISCUSSION OF 2014 STATE REVOLVING FUND PROGRAM OPPORTUNITY: Nothing to discuss.

ADJOURN TO EXECUTIVE SESSION: President Jassowski adjourned the public meeting and convened to the Executive session at 11:35AM.

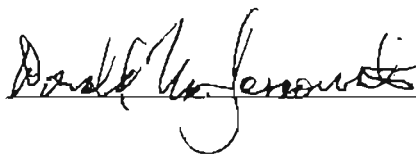
8. EXECUTIVE (CLOSED) SESSION:

A. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION: SUBDIVISION (A) OF CALIFORNIA GOVERNMENT CODE §54956.9: WILLIAM H. MOORES ET AL. V. IRISH BEACH WATER DISTRICT, MENDOCINO SUPERIOR COURT NO. SC-UK-CV-G-09-0054665-000.

RECONVENE TO OPEN SESSION: President Jassowski adjourned the closed Executive session and reconvened the public session at 11:48AM. President Jassowski then announced that there were no reportable actions taken.

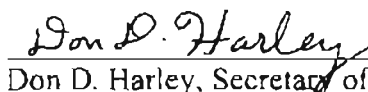
ADJOURNMENT: Director Harley moved to adjourn the meeting. It was moved and seconded. Motion carried 4-0.

Respectfully submitted,

 9-21-13

Donald Jassowski, President
Prepared by Annette Fromwiller

Attest:


Don D. Harley, Secretary of the Board

**IRISH BEACH WATER DISTRICT BOARD OF DIRECTORS
SPECIAL MEETING MINUTES
15401 FOREST VIEW ROAD, REX DUNNING FIREHOUSE
MANCHESTER, CA 95459 -- SEPTEMBER 21, 2013**

1. CALL TO ORDER AND ROLL CALL: President Jassowski called the Special Meeting to order on Saturday September 21, 2013 in the Rex Dunning Firehouse, 15401 Forest View Road at 10:00AM. Directors in attendance were: Jassowski, Drolet, Harley, and Director Murray appeared by phone. Vice President Poling was not in attendance. A quorum was present. Staff in attendance were: Operations Manager Acker, Office Manager Fromwiller, and the District's Legal Counsel Matt Emrick. Public in attendance were: Gene Cady, Vera-Lee Kaiser, Al Thompson, and Loreta Thompson.

2. APPROVAL OF MINUTES: Director Harley moved to approve the minutes of the Regular meeting held on July 13, 2013. Director Jassowski seconded. Roll call vote: Jassowski aye, Harley aye, Murray aye, and Director Drolet abstained. Motion carried.

3. COMMUNICATIONS AND CORRESPONDENCE: N/A

4. PUBLIC INPUT: President Jassowski offered the public input on non-agenda items. None given.

5. REPORTS

A. TREASURER'S REPORT: Treasurer Murray reviewed the Cash Statement and the Budget vs. Actual for the year as of August 30, 2013. She stated that the District's Fiscal Year closes at the end of September and it's in good standing and the Board would be selecting the New Auditor for the District at the next meeting. She requested approval of the Treasurer's Report and check expenditures as presented. President Jassowski moved to approve the minutes. Harley seconded. Roll call vote: Harley aye, Jassowski Aye, Drolet aye, Murray aye. Motion carried.

B. WATER: Operations Manager Acker reported the following: 1) work was done in Unit 9 calibrating the level sensor, 2) rain had caused enough turbidity to set off the alarms, 3) both upper and lower diversions of Irish Gulch were used to supply the treatment plant, 4) valves will be added to help isolate leaks, and 5) annual testing is scheduled for the end of September.

C. SAFETY COMMITTEE: President Jassowski reported that two safety meetings were held. One meeting covered the "New Global Harmonization System" for identifying hazardous substances better known as Material Safety Data Sheets (MSDS) and the safety brief, "Safety on The Job". The second meeting covered "Recognizing Drug and Alcohol Abuse" and the safety brief, "Hearing Loss". The safety meetings are held the third Tuesday of each month and help reduce the District's insurance premiums. The public is welcome to attend.

D. OTHER: Legal Counsel Matt Emrick announced that the trial date was rescheduled from November 1 to mid-December or January 2014 due to opposing counsel's needs. Depositions will be scheduled in mid-October.

E. ON-GOING REPORTS:

1. WATER STORAGE FACILITIES: Operations Manager Acker said that he would like to replace the underground storage tanks with above ground storage tanks when funding is available.

2. WATER CONVEYANCE/LOSS: Topic was discussed under the Water Report.

6. OLD BUSINESS:

A. DISCUSSION AND/OR ACTION: REDWOOD COAST FIRE PROTECTION DISTRICT (RCFPD) LEASE AGREEMENT. The Board agreed to changes to the lease agreement and to have President Jassowski continue the negotiation with RCFPD. He will report back at the next meeting.

President Jassowski moved to take Old Business 6E out of order to accommodate the contractor. Harley seconded. Roll call vote: Murray aye, Jassowski aye, Drolet aye, and Harley aye. Motion carried. Operations Manager Acker introduced Contractor Rio Russell who works for Elk County Water District. He gave a presentation on Cross Connections and what is required by the State. After discussion the Board approved a review and update of the Districts Resolution 2003-13 "Cross-Connection Control Program" by Mr. Rio Russell, and it will be placed back on the agenda.

B. DISCUSSION AND/OR ACTION: SPECIAL PURPOSE WELL RESOLUTION TO REPLACE THE DISTRICT'S WELL MORATORIUM. The Board discussed the Well Resolution and it will be placed back on the next agenda. The Board then approved the request of Legal Counsel Matt Emrick that he meet and discuss options for the Nichol's ranch exemptions with the Attorney of the prospective buyers of parcel: 132-210-44-00.

C. DISCUSSION AND/OR ACTION: APPROVAL AND ACCEPTANCE OF THE FINAL OPERATING BUDGET FOR FISCAL YEAR 2013-2014 CONTINUED FROM THE JULY 13, 2013 REGULAR MEETING AND, THE APPROVAL OF RESOLUTION 2013-2: The Board reviewed the proposed Budget verifying the changes that were approved at the last Board Meeting July 13, 2013. President Jassowski moved to accept Resolution 2013-2 approving the Fiscal Year 2013-2014 Operating Budget. Harley seconded. Roll call vote: Jassowski aye, Drolet aye, Harley aye, Murray aye. Motion carried.

D. DISCUSSION AND/OR ACTION: REVIEW THE REQUEST FOR PROPOSALS (RFP) FOR THE FIVE-YEAR SANITARY SURVEY. The Board reviewed the Sanitary Survey presented by Operations Manager Acker. The Board then approved it with changes and will be sent out for bid. It will be placed on the next agenda.

E. DISCUSSION AND/OR ACTION: REVIEW OF THE CROSS CONNECTION PROJECT AND COSTS. This agenda item was moved after Old Business 6A.

F: DISCUSSION AND/OR ACTION: RESOLUTION 2013-3 TANK 2 BOUNDARY LINE ADJUSTMENT FOR PARCEL 132-210-24-00 AND EASEMENT TO ACCOMMODATE AN EXISTING WELL, LOCATED AT 42600 HILLCREST DRIVE, MANCHESTER, CA. Board approved Resolution 2013-3 subject to modifications on the record for the boundary line adjustment for parcel 132-210-24-00. Operations Manager Acker will update the Resolution 2013-3 with the Board approved modifications ~~and it will be placed on the next agenda.~~

7. NEW BUSINESS:

A. DISCUSSION AND/OR ACTION: ANNUAL NEWSLETTER REVIEW: The Board approved the annual newsletter with corrections. Office Manager Fromwiller will send it to Board President Jassowski for final review before sending it out with the next water bill.

B. DISCUSSION AND/OR ACTION: THE WELL EXEMPTION RESOLUTION 2013-1 PARCEL: 132-210-44-00 (BALLOU). President Jassowski reviewed Ms. Ballou's comments and the pumping tests. Both Legal Counsel Matt Emrick and Operations Manager Acker were directed to speak with the prospective buyers of parcel 132-210-44-00 and report back to the Board at the next meeting.

C. DISCUSSION AND/OR ACTION: THE IRISH BEACH WATER DISTRICT (IBWD) AGENDA PROCESS AND FORMAT. This will be placed on the next agenda.

ADJOURN TO EXECUTIVE SESSION: President Jassowski adjourned the public meeting and convened to Executive session at 1:56 PM.

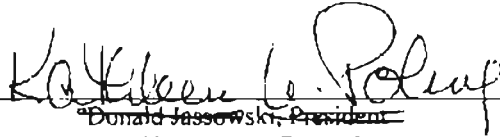
8. EXECUTIVE (CLOSED) SESSION:

A.CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION: SUBDIVISION (A) OF CALIFORNIA GOVERNMENT CODE §54956.9: WILLIAM H. MOORES ET AL. V. IRISH BEACH WATER DISTRICT, MENDOCINO SUPERIOR COURT NO. SC-UK-CV-G-09-0054665-000.

RECONVENE TO OPEN SESSION: President Jassowski adjourned the closed Executive session and reconvened the public session at 2:20 PM. President Jassowski then announced that there were no reportable actions taken.

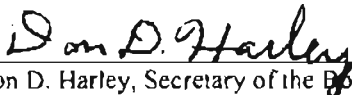
ADJOURNMENT: Director Harley moved to adjourn the meeting. President Jassowski seconded. It was moved and seconded. Motion carried. Meeting Adjourned.

Respectfully submitted,



~~Donald Jassowski, President~~
Prepared by Annette Fromwiller

Attest:



Don D. Harley, Secretary of the Board

**IRISH BEACH WATER DISTRICT BOARD OF DIRECTORS
REGULAR MEETING MINUTES
15401 FOREST VIEW ROAD, REX DUNNING FIREHOUSE MANCHESTER, CA 95459
NOVEMBER 9, 2013**

1. CALL TO ORDER AND ROLL CALL: Vice President Poling called the Regular Meeting to order on Saturday November 9, 2013 in the Rex Dunning Firehouse, 15401 Forest View Road at 10:10AM. Directors in attendance were: Vice President Poling, Directors Drolet, Harley and Murray. President Jassowski appeared by telephone. Staff in attendance were: Operations Manager Acker, Office Manager Fromwiller, and the District's Legal Counsel, Matt Emrick. Public in attendance were: Gene Cady, Bettye Winters, Rio Russell, Louise Ross, Charles Ross, and Gordon Moores.

2. APPROVAL OF MINUTES: Director Harley moved to approve the minutes of the Special Meeting held on September 21, 2013. Director Drolet seconded. Motion carried 5-0.

3. COMMUNICATIONS AND CORRESPONDENCE: None reported.

4. PUBLIC INPUT: Vice President Poling offered public input on non-agenda items. None given.

5. REPORTS

A. TREASURER'S REPORT: Treasurer Murray presented the 2013 year-end cash statement, the Budget vs. Actual Report and the District's revenues and expenses. She reported the District's 2013 Year-End Report is ready for the Auditor. Director Drolet moved to approve the Treasurer's report and the current check register. Director Harley seconded. Motion carried 5-0.

B. WATER: Operations Manager Acker reported: 1) a leak was discovered in Unit 7 by Tank 3, 2) routine maintenance was done on Tank 3, and 3) he announced that Rio Russell and Erik Malm will be hired to help the District reading meters starting December 1, 2013.

C. SAFETY COMMITTEE: President Jassowski reported on the two safety meetings that were held. One topic covered was "Dealing with Stress" and safety brief, "Fatigue and Safety". The other "Slips, Trips and Falls" and safety brief, "Fire Safety". The Board appointed Operations Acker to be the new Safety Chair.

D. OTHER: Legal Counsel, Matt Emrick, announced that the trial date was reschedule to February 3, 2014 due to opposing counsel's request.

E ON-GOING REPORTS:

1. WATER STORAGE FACILITIES: Operations Manager Acker stated that he would like to replace the underground storage tanks with above ground storage tanks if funding is available. He reported that the percentage of water loss has continued to go down. He requested Board signatures to finalize Resolution 2013-3 (Tank 2 Boundary Lot Line Adjustment) which was approved at the last meeting.

2. WATER CONVEYANCE/LOSS: Topic was discussed under the Water Report.

6. OLD BUSINESS:

A. DISCUSSION AND/OR ACTION: REDWOOD COAST FIRE PROTECTION DISTRICT (RCFPD) LEASE AGREEMENT. The Board made its modifications and submitted it to RCFPD for action at their next meeting November 19, 2013. This will be placed back on the next agenda.

B. DISCUSSION AND/OR ACTION: SPECIAL-PURPOSE WELL RESOLUTION TO REPLACE THE DISTRICT'S WELL MORATORIUM. Legal Counsel Matt Emrick announced that he will combine both Old Business 6 B and C under this agenda item. He reported that the Nichols Ranch portion of the Resolution was being worked on to accommodate the special needs of those owners while protecting the District's rights, as well as current and future customers. He added that he had spoken with both the new owner of parcel: 132-210-44-00 and their Attorney and invited them to attend this meeting. After discussion Legal Counsel Emrick and the ad hoc committee of Donald Jassowski and Don Harley will meet to discuss de-annexation options and ground water issues. This will be placed back on the next agenda.

C. DISCUSSION AND/OR ACTION: THE WELL EXEMPTION RESOLUTION 2013-1 PARCEL: 132-210-44-00 (BALLOU). This was discussed under Old Business 6 B.

D. DISCUSSION AND/OR ACTION: REVIEW THE REQUEST FOR PROPOSALS (RFP) FOR THE FIVE-YEAR SANITARY SURVEY. Operation Manager Acker presented the applicants proposals including qualifications, experience, costs, before making his recommendation for Western Compliance Effort. After discussion, President Jassowski moved to approve to hire Teresa Cudworth of Western Compliance Effort, with the following conditions: 1) costs not to exceed the proposal's bid stated in the agreement and 2) work samples and references are checked by Operations Manager Acker and reported back to the Board. Director Drolet seconded. Motion carried 5-0.

E. DISCUSSION AND/OR ACTION: REVIEW OF THE CROSS CONNECTION BACKFLOW PROJECT AND COSTS. Rio Russell explained the cross-connection backflow control program. He clarified that the program, which is State mandated, protects the water quality of the distribution system, and requires a licensed cross-connection backflow technician to monitor the devices and program. He stated that a survey will have to be done. Since the District is primarily residential, the lowest cost method would be to install dual-check valves in each meter box. The valves would be inspected annually. The Resolution should reflect the process and enforcement policies. The cost is born by the homeowner. Mr. Russell, Operations Manager Acker, and Legal Counsel Emrick will review the proposed resolution and suggest any changes. The item will be placed back on the agenda.

7. NEW BUSINESS:

A. DISCUSSION AND/OR ACTION: THE IRISH BEACH WATER DISTRICT (IBWD) AGENDA PROCESS AND FORMAT. Director Harley recommended changes to the Reports, Section 5 of the agenda. After discussion the Board approved the changes with a 4-1 vote, with Director Drolet voting no. Reports, Section 5 will now read: "5. REPORTS: A. TREASURER, B. WATER/STORAGE FACILITIES/CONVEYANCE LOSS, C. SAFETY COMMITTEE, D. LEGAL COUNSEL, E. DIRECTORS, and F. OTHER."

B. DISCUSSION AND/OR ACTION: REVIEW THE APPLICANTS FOR THE DISTRICT AUDITOR: Treasurer Murray presented proposals from applicants for the District's Auditor. After Board discussion, Treasurer Murray moved to accept Rick Bower's proposal and extend the contract for three years. President Jassowski seconded. Motion carried 5-0. The contract will be submitted for Board approval at the next meeting.

C. DISCUSSION AND/OR ACTION: THE IRISH BEACH WATER DISTRICT'S SURPLUS EQUIPMENT: Operations Manager Acker requested the Board declare the diatomaceous earth filter as surplus to be sold. Vice President Poling so moved and directed Operations Manager Acker to dispose it at the best possible price. Director Murray second. Motion carried 5-0.

D. DISCUSSION AND/OR ACTION: THE REVISION OF THE DISTRICT ASSETS, ASSESSMENT FEES AND OPERATING RESERVES FOR INFLATION FOR FISCAL YEAR 2013-2014 AND APPROVAL OF RESOLUTION 2013- , ACCEPTING THOSE REVISIONS: (MURRAY/ACKER 5 MIN) . The Board directed Operations Manager Acker to work with Treasurer Murray and/or Office Manager Fromwiller to update the fixed assets listing before the next meeting. This will be placed back on the next agenda.

ADJOURN TO EXECUTIVE SESSION: Vice President Poling adjourned the Public meeting and convened to the Executive session at 12:19 PM.

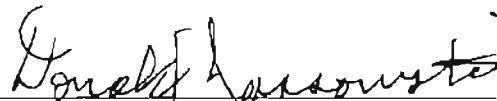
8. EXECUTIVE (CLOSED) SESSION:

A. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION: SUBDIVISION (A) OF CALIFORNIA GOVERNMENT CODE §54956.9: WILLIAM H. MOORES ET AL. V. IRISH BEACH WATER DISTRICT, MENDOCINO SUPERIOR COURT NO. SC-UK-CV-G-09-0054665-000.

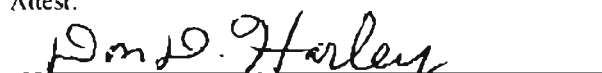
RECONVENE TO OPEN SESSION: Vice President Poling adjourned the closed Executive session and reconvened to the Public session at 12:34PM. Vice President Poling announced that there were no reportable actions. Vice President Poling moved to re-open the Approval of the Minutes to edit item 6F to better reflect the Board's actions. The Board was in agreement and President Jassowski moved to strike all the words after the word "modifications." Vice President Poling seconded. Motion carried 5-0.

ADJOURNMENT: Director Murray moved to adjourn the meeting. Director Drolet seconded. Motion carried. Meeting Adjourned.

Respectfully submitted,


Donald Jassowski, President
Prepared by Annette Fromwiller

Attest:


Don D. Harley, Secretary of the Board

**IRISH BEACH WATER DISTRICT BOARD OF DIRECTORS
REGULAR MEETING MINUTES
15401 FOREST VIEW ROAD, REX DUNNING FIREHOUSE, MANCHESTER, CA 95459
JANUARY 11, 2014**

1. CALL TO ORDER AND ROLL CALL: President Jassowski called the Regular Meeting to order on Saturday, January 11, 2014 in the Rex Dunning Firehouse, 15401 Forest View Road at 10:10 A.M. Directors in attendance were: President Jassowski, Directors, Drolet, Harley, and Murray. This constitutes a quorum. Vice President Poling was absent. Staff in attendance were: Operations Manager Acker, Water Technician Rogers, Office Manager Fromwiller, and the District's Legal Counsel, Matt Emrick. Public in attendance were: Rio Russell, Pam Corby, Steve Whitaker, and Gordon Moores.

2. APPROVAL OF MINUTES: Director Drolet moved to approve the minutes of the Regular Meeting held on November 9, 2013. Director Murray seconded. Motion carried 4-0.

3. COMMUNICATIONS AND CORRESPONDENCE: President Jassowski noted that the communications will be discussed under the appropriate agenda item.

4. PUBLIC INPUT: President Jassowski offered the public input on non-agenda items. A member of the public requested help with the location of the main water line to her house. Operations Manager Acker offered to help, and she was given the Water District's phone number.

5. REPORTS.

A. TREASURER'S REPORT: Treasurer Murray distributed two handouts covering the cash statement, Balance Sheet and the Budget vs. Actuals. She highlighted the restricted account on the cash statement and summarized the Budget vs. Actuals. She stated the District is 75% through the fiscal year, and is in good standing. She requested Board approval of the Treasurer's report along with the check register. Director Harley moved to approve the Treasurer's report as presented and the current check register. Director Drolet seconded. Motion carried 4-0.

B. WATER/STORAGE FACILITIES/CONVEYANCE LOSS: Operations Manager Acker reported on the following: 1) PG&E replaced a new conduit in Unit 8. 2) The State's monthly report was sent out. 3) Routine maintenance was done on Tank 3. Water Technician Rogers reported the Conveyance loss has ranged from 30 to 34% over the past eight months. Operations Manager Acker stated small leaks were isolated and the District should start thinking about meter replacement which would help track conveyance losses. President Jassowski inquired about the current drought conditions. Operations Manager Acker stated that the flow rate measurements, taken from the Upper and Lower Diversions and the Wells, continued to be good at the present time.

C. SAFETY COMMITTEE: Safety Chair Operations Manager Acker said the topic discussed was "Holiday Stress" and the Safety Brief, "Street Smarts".

D. LEGAL COUNSEL: Legal Counsel, Matt Emrick reported that the State's safe drinking water program may be moving from the Department of Public Health to a division within the State Water Resources Control Board. The function of the Safe Drinking Water Program is to regulate waste water. Operations Manager Acker added the District does have a Waste Water Permit requiring septic inspections every five years. Legal Counsel Emrick stated the trial had been rescheduled to April 14, 2014 due to opposing counsel.

E. DIRECTORS: President Jassowski announced he will resign after the March 8, 2014 meeting. The search for a replacement is underway.

F. OTHER:

6. OLD BUSINESS.

A. DISCUSSION AND/OR ACTION: REVIEW THE REDWOOD COAST FIRE PROTECTION DISTRICT (RCFPD) LEASE AGREEMENT: President Jassowski will review the agreement from the RCFPD with Legal Counsel Emrick. Director Drolet recommend that the lessee (RCFP) should sign first and then the lessor (District) second. President Jassowski and Legal Counsel Emrick will review the lease as presented. This will be placed back on the agenda.

B. DISCUSSION AND/OR ACTION: CONSERVING AND PROTECTING WATER RESOURCES AND WATER QUALITY WITHIN THE IRISH BEACH WATER DISTRICT (SPECIAL-PURPOSE WELL RESOLUTION) TO REPLACE THE DISTRICT'S WELL MORATORIUM. IF APPROVED, REPLACES WELL EXEMPTION RESOLUTION 2013-1 PARCEL: 132-210-44-00 (BALLOU): Legal Counsel Emrick reviewed the Resolution. The intent of the Resolution is to protect the District's water resources and to permit special purpose wells, contingent on conditions. This will be placed back on the agenda.

C. DISCUSSION AND/OR ACTION: REVIEW CONTRACT FROM WESTERN COMPLIANCE EFFORT, TERESA CUDWORTH FOR THE FIVE-YEAR SANITARY SURVEY: Operations Manager Acker reported that Teresa Cudworth was awarded the contract and she started reviewing the terrain of Irish Gulch.

D. DISCUSSION AND/OR ACTION: REVIEW THE DISTRICT'S CROSS CONNECTION PREVENTION CONTROL PROGRAM RESOLUTION 2003-13 AND RECOMMENDATION OF CHANGES: Rio Russell displayed one type of cross connection check valve device and reviewed how the device works. He reported on the current resolution and what it should accomplish, i.e., type of program, cost, enforcement, testing, and county involvement. Operations Manager Acker handed out his estimate of costs and ways to incorporate those costs for all connected parcels.

E. DISCUSSION AND/OR ACTION: CONSIDERATION OF CONTRACT FOR THE DISTRICT'S NEW AUDITOR, RICK BOWERS, C.P.A: Treasurer Murray handed out the engagement letter from Auditor Rick Bowers, C.P.A for review. She stated it contains standard boiler plate information and requested Board approval so the Auditor can begin the District's Audit, reminding the Board that his proposal was accepted at the last meeting. Director Drolet requested further review of the contract before he could comment. After discussion the Board agreed to approve engagement letter with the contingency that Director Drolet had a chance to review the contract and notify the Board of his comments

7. NEW BUSINESS.

A. DISCUSSION AND/OR ACTION: THE REVISION OF THE DISTRICT ASSETS, ASSESSMENT FEES, AND OPERATING RESERVES FOR INFLATION FOR FISCAL YEAR 2013-2014 AND APPROVAL OF RESOLUTION 2014-1 ACCEPTING THOSE REVISIONS: Treasurer Murray presented her notes highlighting the District Assets and the Resolution reflecting the 3% increase. Operations Manager Acker handed out his review of the District assets and the listing of Projects that are on the schedule for Capital Improvements. After Board discussion Director Harley made a motion to approve Resolution 2014-1 to incorporate the 3% rate increase of the Capital Improvement Assessment allowed by Proposition 218 for Fiscal Year 2013-2014. Director Drolet seconded. Roll Call Vote: Ayes: Jassowski, Drolet, Harley and Murray. Absent: Poling. Motion carried 4-0.

B. DISCUSSION AND/OR ACTION: WELL EXEMPTION RESOLUTION AND AGREEMENT FOR PARCEL 132-210-42-00 (GORDON AND SANDY MOORES): Gordon Moores was in attendance. After discussion, Director Harley moved to approve Resolution 2014-2 and the proposed Agreement between Gordon Moores and the Water District, and to have Legal Counsel Errick review the proposed Agreement with Gordon Moores for signature. Director Drolet seconded. Motion carried 4-0. The agreement will be placed back on the agenda for the next meeting for final approval by the Board.

ADJOURN TO EXECUTIVE SESSION: President Jassowski adjourned the Public meeting and convened the Executive session.

8. EXECUTIVE (CLOSED) SESSION.

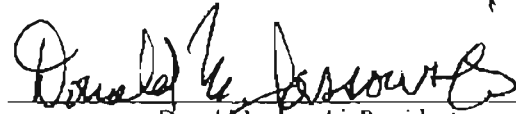
A. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION: SUBDIVISION (A) OF CALIFORNIA GOVERNMENT CODE §54956.9: WILLIAM H. MOORES ET AL. V. IRISH BEACH WATER DISTRICT, MENDOCINO SUPERIOR COURT NO. SC-UK-CV-G-09-0054665-000.

RECONVENE TO PUBLIC MEETING:

President Jassowski adjourned the Executive session and reconvened to the Public session and stated there were no reportable actions taken.

ADJOURNMENT: Motion was given to adjourn the meeting. Motion carried 4-0.

Respectfully submitted,



Donald Jassowski, President
Prepared by Annette Fromwiller

Attest:



Don D. Harley, Secretary of the Board

CORRECTED

**IRISH BEACH WATER DISTRICT BOARD OF DIRECTORS
REGULAR MEETING MINUTES
15401 FOREST VIEW ROAD, REX DUNNING FIREHOUSE, MANCHESTER, CA 95459
MARCH 8, 2014**

1. CALL TO ORDER AND ROLL CALL: President Jassowski called the Regular Meeting to order on Saturday, March 8, 2014 in the Rex Dunning Firehouse, 15401 Forest View Road at 10:05 A.M. Directors in attendance were: President Jassowski, Directors Poling, Drolet, Harley, and Murray. Staff in attendance were: Operations Manager Acker, Water Technician Rogers, Office Manager Fromwiller, and the District's Legal Counsel, Matt Emrick. Public in attendance were: Betye Winters, Don McCormick, Jan McCormick, Al Thompson, Marilyn Jassowski, Gary Levenson-Palmer, and Steve Whitaker.

2. APPROVAL OF MINUTES: Director Harley moved to approve the minutes of the Regular Meeting held on January 14, 2014 as corrected (New Business 7A adding the roll call vote). Director Drolet seconded. Motion carried. Abstained: Vice President Poling.

3. COMMUNICATIONS AND CORRESPONDENCE: N/A

4. PUBLIC INPUT: Mr. Steve Whitaker congratulated President Jassowski on his extended service on the Board of Directors. Treasurer Murray thanked him for his dedicated service to the District.

5. REPORTS

A. TREASURER'S REPORT: Treasurer Murray reviewed her handouts and ended her report by stating there were no reportable conditions. Director Harley moved to approve Treasurer's report as presented and approve current check expenditures. Drolet seconded. Motion carried.

B. WATER/STORAGE FACILITIES/CONVEYANCE LOSS: Operations Manager Acker reported on the following: 1) Water leaks on Alta Mesa were found and a contractor was hired for excavation. 2) The culverts were dug out on Alta Mesa. 3) The control monitoring system and alarm system are progressing as required by the State. 4) The Tank 1 improvements are complete. Operations Manager Acker requested Water Technician Rogers to report on conveyance loss. He reported that Unit 7 is where most of the leaks are being found and with the replacement of those pipes, conveyance loss should go down. President Jassowski requested a listing to prioritize pipe replacement incorporating Cross Connection and costs for the next meeting. Operations Manager Acker stated the Sanitary Survey just arrived and he will send the Board copies along with his comments.

C. SAFETY COMMITTEE: Safety Chair Acker announced that the Safety meeting was switched to the third Friday to accommodate employees. The topic discussed at the last meeting was "Medical Emergencies" and the Safety Brief, "Hand Safety"

D. LEGAL COUNSEL: Legal Counsel Matt Emrick discussed the drought and how to handle the situation, funding for water conservation projects, and availability of a bond for upgrades.

E. DIRECTORS: Director Drolet reported that in October 2013 he submitted a proposal for the grant from Google to De Novo Group for test sites within rural areas for high speed internet and was accepted. Vice President Poling moved to add an emergency agenda item under **NEW BUSINESS 7F: TO CONSIDER THE PROPOSAL FOR THE POTENTIAL HIGH SPEED INTERNET SERVICE PROVIDERS TO INSTALL ANTENNA ON THE DISTRICT PROPERTY.** Motion carried.

F. OTHER:

G. ACCEPTANCE OF DONALD JASSOWSKI RESIGNATION: Tabled to the end of the meeting.

6. OLD BUSINESS

A. DISCUSSION AND/OR ACTION: REVIEW THE REDWOOD COAST FIRE PROTECTION DISTRICT (RCFPD) LEASE AGREEMENT: Vice President Poling commented on page 22 of the packet noting that: the leasee has the obligation of the liability insurance on the building, and on page 21 of the packet keeping vehicle (pickup truck) on property. Director Drolet still has concerns that the RCFPD, the "Leasee", should sign before the Board approves it. President Jassowski moved to accept the lease from the RCFPD as proposed in the packet and request RCFPD to provide a certificate of insurance. Harley seconded. Motion carried. Vice President Poling will sign and send the lease to RCFPD for their signature and request the certificate of insurance be sent to the Water District along with the signed lease.

B. DISCUSSION AND/OR ACTION: CONSERVING AND PROTECTING WATER RESOURCES AND WATER QUALITY WITHIN THE IRISH BEACH WATER DISTRICT (SPECIAL-PURPOSE WELL RESOLUTION) TO REPLACE THE DISTRICT'S WELL MORATORIUM. IF APPROVED, REPLACES WELL EXEMPTION RESOLUTION 2013-1 PARCEL: 132-210-44-00 (BALLOU): Tabled. Board approved Donald Jassowski to remain on the Ad-Hoc committee.

C. DISCUSSION AND/OR ACTION: REVIEW THE DISTRICT'S CROSS CONNECTION PREVENTION CONTROL PROGRAM RESOLUTION 2003-13 AND RECOMMENDATION OF CHANGES. Tabled

D. DISCUSSION AND/OR ACTION: ACCEPTANCE OF WELL EXEMPTION RESOLUTION 2014-1 AGREEMENT FOR PARCEL 132-210-42-00 (GORDON AND SANDRA MOORES). The Board reviewed the signed agreement from Gordon Moores. Vice President Poling moved to approve the agreement as signed by Gordon and Sandra Moores and attach it to the Well Moratorium Exemption Resolution 2014-1. Director Harley seconded. Motion carried by the following roll call vote: Ayes: Poling, Jassowski, Drolet, Harley, and Murray. Noe: None. Absent: None. Abstained: None

7. NEW BUSINESS

A. CONSIDER NOMINATIONS TO FILL FUTURE VACANCY FOR DIRECTOR OF THE IRISH BEACH WATER DISTRICT BOARD OF DIRECTORS. Treasurer Murray introduced Jan McCormick who provided a letter of interest to fill the upcoming board vacancy. Jan McCormick gave a brief outline of her qualifications and why she would be a good candidate to serve on the Irish Beach Water District Board of Directors. Office Manager Fromwiller will post the opening in three places to meet the requirement of the County. In anticipation of Donald Jassowski's resignation at the end of the meeting, the Board will make an appointment at the May Board Meeting and the Oath of Office will be taken at that time.

B. REVIEW ANNUAL 2013-2014 ASSESSMENT AND INVESTMENT REVENUE: Treasurer Murray reviewed her summary of the restricted assets, assessment revenue, interest earned and project withdrawals were summarized for the Greater Than 40 Year, System Wide and Alternate Water Development Capital Project Funds. Vice President Poling requested

Legal Counsel Emrick to followup with our Insurance Company to verify if the District could recapture some of the legal expenses from the years prior to the request of tender as of August 2012. Office Manager Fromwiller will send Legal Counsel Emrick and Vice President Poling an electronic copy of the breakdown of legal costs accrued before that tender. Legal Counsel Emrick will report back to the Board at the next meeting.

C. CONSIDERATION OF CREATING A NEW STAFF POSITION OF GENERAL MANAGER: Vice President Poling discussed her proposal to create a new staff position "General Manager". Director comments included that Operations Manager Acker does many of the tasks of that position except budgeting and bill collection which is being handled by the Treasurer and Office Manager Fromwiller. Director Drolet requested current job descriptions. Office Manager Fromwiller will get the current job descriptions for the Board to review and discuss at the next meeting.

D. REVIEW RESOLUTION 2002-02 SPECIFICALLY RENTERS AND WATER BILLS: Treasurer Murray requested an update to Resolution 2002-02. The Board appointed Director Drolet to propose revisions to Resolution 2002-02.

E. CONSIDER RESCHEDULING MAY 10, 2014 BOARD MEETING IN LIEU OF MOTHER'S DAY. Vice President Poling made a motion that due to lack of quorum the Board meeting be rescheduled to May 17, 2014. Motion carried.

F. CONSIDER THE PROPOSAL FOR POTENTIAL HIGH SPEED INTERNET SERVICE PROVIDER TO INSTALL ANTENNA ON THE DISTRICT PROPERTY. Director Drolet reported that a program called "Celerate" to bring high speed internet into a rural communities had accepted Irish Beach as meeting the criteria. Some background: Google awarded a 2M grant to the De Novo Group to launch a new project called "Celerate" to bring affordable Wireless Networking to rural communities in Northern California that are beyond reach of local broadband. The community had to meet some criteria which Irish Beach did.

Director Drolet & Operations Manager Acker were approved by the Board to work with the De Novo Group to arrange for an antenna placement and verify that no easements were being violated. To learn more visit <http://denovogroup.org/>.

ADJOURN TO EXECUTIVE SESSION: President Jassowski adjourned the public meeting and convened the Executive session.

8. EXECUTIVE (CLOSED) SESSION

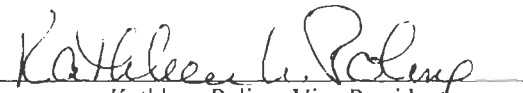
A. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION: SUBDIVISION (A) OF CALIFORNIA GOVERNMENT CODE §54956.9: WILLIAM H. MOORES ET AL. V. IRISH BEACH WATER DISTRICT, MENDOCINO SUPERIOR COURT NO. SC-UK-CV-G-09-0054665-000.

RECONVENE TO PUBLIC MEETING:

President Jassowski reconvened the public session and stated that there were no reportable actions taken in Executive Session.

ADJOURNMENT: Director Drolet moved to adjourn the meeting. Vice President Poling seconded. Motion carried.

Respectfully submitted,


Kathleen Poling, Vice President
Prepared by Annette Fromwiller

Attest:


Don Harley, Secretary of the Board

**IRISH BEACH WATER DISTRICT BOARD OF DIRECTORS
SPECIAL MEETING MINUTES
15401 FOREST VIEW ROAD, REX DUNNING FIREHOUSE, MANCHESTER, CA 95459
MAY 17, 2014**

1. CALL TO ORDER AND ROLL CALL: Vice President Poling called the Special Meeting to order on Saturday, May 17, 2014 in the Rex Dunning Firehouse, 15401 Forest View Road at 10:05 AM. Directors in attendance were: Poling, Drolet, Harley, and Murray. Director Jan McCormick was later sworn in to fill the vacancy on the Board. Staff in attendance were: Operations Manager Acker, Water Technician Rogers, Office Manager Fromwiller, and the District's Legal Counsel, Matt Enrick. Public in attendance were: Al Thompson, Loretta Thompson, Steve Whitaker, and Ron Sackman.

2. APPROVAL OF MINUTES: Corrections were made under New Business 7B and New Business 7F. Director Harley moved to approve the minutes of the Regular Meeting March 8, 2014 as corrected. Director Murray seconded. Motion carried.

3. COMMUNICATIONS AND CORRESPONDENCE: A letter dated March 27, 2014 from William Moses was noted and referred to Legal Counsel as part of ongoing litigation.

4. PUBLIC INPUT: N/A

5. REPORTS.

A. TREASURER'S REPORT: Treasurer Murray reviewed the District's financial status including the cash statement, budget vs actual, and checks issued. She requested Board approval. Director Harley moved to approve the Treasurer's report as presented. Director Drolet seconded. Motion carried. Treasurer Murray added that she will be closing the Edward Jones Restricted account, transferring \$218,327.84 into the Local County Investment Fund Pool as directed by the Board.

B. WATER/CONVEYANCE LOSS/STORAGE FACILITIES: Operations Manager Acker reported on the following: 1) The pump shed at Tank 3 is being repaired. 2) The retaining wall at Tank 3 is being designed and those costs will be shared by the District and RJ Dial. 3) The Consumer Confidence report has been started and is due by July 1. 4) The annual raw water report that is required by the State for our water permits was completed. 5) Upper Alta Mesa: a leak was found coming from the well to Tank 4 and is scheduled to be fixed. 6) The Planning Department and CDF (California Department of Forestry) was contacted to verify if a permit was needed to take out trees by the Water Plant; no permit was required and 7) The conveyance loss is still in the 30 percent range and nothing new to report on storage facilities.

C. SAFETY COMMITTEE: Safety Chair Acker announced that the topics discussed were "Proactive Safety Attitudes" and the Safety Brief "Hazard Recognition" and "Ladder Safety" and the Safety Brief "Defensive Driving".

D. LEGAL COUNSEL: Legal Counsel, Matt Enrick announced that the trial was rescheduled to June 23, 2014, and it will be a court trial (no jury). He reported that because of the drought conditions, the State is interested in the regulation of ground water, including encouraging control of such by water Districts. He further said the State is looking for input from County, City, and Special Districts.

E. DIRECTORS: N/A

F. OTHER:

6. OLD BUSINESS.

A. DISCUSSION AND/OR ACTION: REVIEW THE REDWOOD COAST FIRE PROTECTION DISTRICT (RCFPD) LEASE AGREEMENT: Vice President Poling sent the approved copy of the lease to RCFPD for signature. RCFPD responded that the lease did not account for pest problems (which the Irish Beach Water Board was unaware of) and once remedied, the Chief will be ready to move ahead. The Board dispatched staff to look into the problem.

B. DISCUSSION AND/OR ACTION: CONSERVING AND PROTECTING WATER RESOURCES AND WATER QUALITY WITHIN THE IRISH BEACH WATER DISTRICT (SPECIAL PURPOSE WELL RESOLUTION) TO REPLACE THE DISTRICT'S WELL MORATORIUM, IF APPROVED, REPLACES WELL EXEMPTION RESOLUTION 2013-1 PARCEL: 132-218-44-00 (BALLOU): Tabled

C. DISCUSSION AND/OR ACTION: REVIEW THE DISTRICT'S CROSS CONNECTION PREVENTION CONTROL PROGRAM RESOLUTION 2003-13 AND RECOMMENDATION OF CHANGES: Tabled

D. CONSIDERATION OF CREATING A NEW STAFF POSITION OF GENERAL MANAGER: Vice President Poling expressed the importance of having a General Manager Position. After Board discussion it will be placed back on the next agenda.

E. APPOINT/NOMINATE DIRECTOR TO FILL VACANCY ON THE BOARD OF THE IRISH BEACH WATER DISTRICT: Vice President Poling made a motion to appoint Janice McCormick to fill the vacancy as Director. Director Harley seconded. Motion carried by the following roll call vote: Ayes: Poling, Drolet, Harley, and Murray. Secretary of the Board, Don Harley gave Janice McCormick her oath of office and she was sworn.

F. DISCUSSION AND/OR ACTION: REVIEW DRAFT RESOLUTION 2014-3 SPECIFICALLY RENTERS AND WATER BILLS AND IF APPROVED WILL REPLACE 2002-02: Director Drolet reviewed the changes. Director Drolet then made a motion to approve Resolution 2014-3 and replace Resolution 2002-02 in its entirety. Director Harley seconded. Motion carried by the following roll call vote: Ayes: Poling, Drolet, Harley, McCormick, and Murray.

7. NEW BUSINESS.

A. DISCUSSION AND/OR ACTION: REVIEW APPLICATION C298-2014 (DEBUTER) FOR BUILDING SITE AND DISTRICT'S RESOLUTION 2013-1, WELL EXEMPTION PARCEL: 132-218-44 (BALLOU). Vice President Poling moved that the District sign application C298-2014 with comments, attaching Resolution 2013-1 and send it to the Planning Department. Office Manager Frumwiler will record Resolution 2013-1 with the County and send a copy to the Planning Department. Director Murry seconded. Motion carried.

B. DISCUSSION AND/OR ACTION: REVIEW 2014 SANITARY SURVEY (FROM WESTERN COMPLIANCE EFFORT AND RECOMMENDATIONS FROM OPERATIONS MANAGER ACKER. Operations Manager Acker gave his approval with one minor change. Director Drylet moved to adopt the 2014 Sanitary Survey and pay the invoice for \$5,200.00. Director Harley seconded. Motion carried by the following roll call vote: Ayes: Poling, Drylet, Harley, McCormick, and Murry.

ADJOURN TO EXECUTIVE SESSION: Vice President Poling adjourned the Public meeting and convened the Executive session.

B. EXECUTIVE (CLOSED) SESSION.

A. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION: SUBDIVISION (A) OF CALIFORNIA GOVERNMENT CODE §54956.9; WILLIAM H. MOORES ET AL. V. IRISH BEACH WATER DISTRICT, MENDOCINO SUPERIOR COURT NO. SC-UK-CV-G-09-0054668-000.

RECONVENE TO PUBLIC MEETING.

Vice President Poling reconvened the public session and stated that there were no reportable actions taken in Executive Session.

ADJOURNMENT: Director Drylet moved to adjourn the meeting. Director Harley seconded. Motion carried.

RESPECTFULLY SUBMITTED,


Kathy Poling, Vice President
Prepared by Arnette Frumwiler

Attest:


Don D. Harley, Secretary of the Board

**IRISH BEACH WATER DISTRICT BOARD OF DIRECTORS
REGULAR MEETING MINUTES
15401 FOREST VIEW ROAD, REX DUNNING FIREHOUSE, MANCHESTER, CA 95459
JULY 12, 2014**

1. CALL TO ORDER AND ROLL CALL: Vice President Poling called the Regular Meeting to order on Saturday, July 12, 2014 in the Rex Dunning Firehouse, 15401 Forest View Road at 10:05 AM. Directors in attendance were: Vice President Poling, Directors Harley, and McCormick. Director Drolet and Treasurer Murray were absent. This constitutes a quorum. Staff in attendance were: Operations Manager Acker, Water Technician Rogers, Office Manager Fromwiller, and the District's Legal Counsel, Matt Emrick. Public in attendance were: Al and Loretta Thompson.

2. APPROVAL OF MINUTES: Director Harley moved to approve the minutes of the Special Meeting held on May 17, 2014. Director McCormick seconded. Motion carried.

3. COMMUNICATIONS AND CORRESPONDENCE: N/A

4. PUBLIC INPUT: N/A

5. REPORTS:

A. TREASURER'S REPORT: Office Manager Fromwiller gave the Treasurer's report in Treasurer Murray's absence. She noted that the receivables were diminished because the current billings were entered after the meeting packet was sent out. Director Harley moved to approve the Treasurer's report and check register. Vice President Poling seconded. Motion carried.

B. WATER/STORAGE FACILITIES/CONVEYANCE LOSS: Operations Manager Acker reported the following: 1) Robertson Enterprises was employed to excavate the leak found by Tank 4, clear culverts, and remove downed trees near the upper diversion. This item explained the check issued to Robertson Enterprises which Vice President Poling had requested clarity. 2) The Consumer Confidence Report was completed and mailed with the water billing. 3) Conveyance loss is still about 30%.

C. SAFETY COMMITTEE: Vice President Poling reported that two safety meetings were held.

D. LEGAL COUNSEL: Legal Counsel Matt Emrick announced that the trial was rescheduled to August 18, 2014.

E. DIRECTORS: Vice President Poling reported that the Water District has met all the requests of the Redwood Coast Fire Protection District including addressing the rodent problem. Director McCormick raised questions about the value of the Rescue Vehicle to the community and the issue was reviewed. Vice President Poling requested the item be placed on the next agenda.

6. OLD BUSINESS

A. DISCUSSION AND/OR ACTION: CONSERVING AND PROTECTING WATER RESOURCES AND WATER QUALITY WITHIN THE IRISH BEACH WATER DISTRICT (SPECIAL-PURPOSE WELL RESOLUTION) TO REPLACE THE DISTRICT'S WELL MORATORIUM. IF APPROVED, REPLACES WELL EXEMPTION RESOLUTION 2013-1 PARCEL: 132-210-44-00 (BALLOU): Legal Counsel Emrick reported that the State Water Resources Control Board is developing regulations for controlling ground water usage. There are several Bills before the Legislature in this regard. He will revise the District's Resolution once the State sets forth their criteria for adoption and will present it to the Board at the next meeting. *87 Civil Code Section 1950.5(b)*.

B. DISCUSSION AND/OR ACTION: REVIEW THE DISTRICT'S CROSS CONNECTION PREVENTION CONTROL PROGRAM RESOLUTION 2003-13 AND RECOMMENDATION OF CHANGES. Tabled.

C. CONSIDERATION ON CREATING A NEW STAFF POSITION GENERAL MANAGER: Vice President Poling made a motion to appoint an ad-hoc committee of: Vice President Poling, Treasurer Murray and Operations Manager Acker to review what the Water District needs in a General Manager. Director McCormick seconded. Motion carried. This will be back on the next agenda.

7. NEW BUSINESS

A. REVIEW DRAFT OPERATING WATER BUDGET FOR FISCAL YEAR 2014-2015: The Board reviewed the Fiscal Budget for 2014-2105 and placed it back on the agenda with changes from the Board.

B. REVIEW DRAFT AUDIT FINANACIAL MATERIALS 2012-2013: The Board reviewed the Draft Audit and noted minor misspellings. It will be placed back on the next agenda for final approval.

C. OFFICE MANAGER FROMWILLER'S REGISNATION AND PROPOSED REPLACEMENT:

The Board accepted Office Manager Fromwiller's verbal resignation as of September 1, 2014. The Board appointed Janice McCormick as an additional authorized signature for the Redwood Credit Union checking account. Vice President Poling made a motion to accept Judy Murray's leave of absence and appointed Judy Murray as interim Office Manager and Treasurer. Motion carried by the following roll call vote: Ayes Poling, Harley and McCormick. Motion carried.

ADJOURN TO EXECUTIVE SESSION: Vice President Poling adjourned the public meeting and convened the Executive Session.

8. EXECUTIVE (CLOSED) SESSION

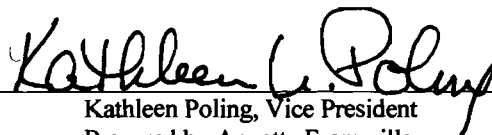
A. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION: SUBDIVISION (A) OF CALIFORNIA GOVERNMENT CODE §54956.9: WILLIAM H. MOORES ET AL. V. IRISH BEACH WATER DISTRICT, MENDOCINO SUPERIOR COURT NO. SC-UK-CV-G-09-0054665-000.

RECONVENE TO PUBLIC MEETING:

Vice President Poling reconvened the public session and stated that there were no reportable actions taken in Executive Session.

ADJOURNMENT: Director Harley moved to adjourn the meeting. Director McCormick seconded. Motion carried.

Respectfully submitted,


Kathleen Poling, Vice President
Prepared by Annette Fromwiller

Attest:


Don Harley, Secretary of the Board

**IRISH BEACH WATER DISTRICT BOARD OF DIRECTORS
REGULAR MEETING MINUTES
15401 FOREST VIEW ROAD, REX DUNNING FIREHOUSE,
MANCHESTER, CA 95459
SEPTEMBER 13, 2014**

1. **CALL TO ORDER AND ROLL CALL:** Vice President Poling called the Regular Meeting to order on Saturday, September 13, 2014 in the Rex Dunning Firehouse, 15401 Forest View Road at 10:05 AM. A quorum of Directors was present including Vice President Poling, Directors Drolet, Harley, and McCormick. Director Murray is on temporary leave of absence. Staff in attendance was: Operations Manager Acker, Water Technician Rogers, Interim Office Manager/Treasurer Judy Murray, and the District's Legal Counsel, Matt Emrick.
2. **APPROVAL OF MINUTES:** Director McCormick moved to approve the minutes of the Regular Meeting held on July 12, 2014 as presented; Director Harley seconded. Motion carried. Director Drolet abstained as he was not present for the meeting.
3. **COMMUNICATIONS AND CORRESPONDENCE:** Two communications were presented:
 - A. **Letter from Bill Moores** regarding Old Business 6. B, Bill Moores requested no action be taken on "Well Resolution" until court case settled. No action.
 - B. **E-Mail from Mr. Deruiter** regarding his exemption to the well moratorium limiting his usage to 300 gallons per day. Mr. Deruiter requests an emergency resolution relieving his parcel of all restrictions. Matt spoke with his attorney and invited him to come to meeting. He is not in attendance today. Legal Counsel Emrick and Operations Manager Acker to meet with him at the well site. No action.
4. **PUBLIC INPUT:** N/A
5. **REPORTS:**
 - A. **TREASURER'S REPORT:** Interim Office Manager/Treasurer Murray reported the Board could expect to end the year with a small reserve. Director Poling moved to accept the Treasurer's report and approve the check register. Director Drolet seconded. Motion carried.
 - B. **WATER/STORAGE FACILITIES/CONVEYANCE LOSS:** Robertson Engineering continues to repair pavement damage caused by the sudden blow-out at two sites (Sea Cypress and O'Rorey's Roost). Insurance will reimburse \$10,000. There was a leak near Dean Wolfe that caused 100,000 gallon drain from Tank 3. Repaired pipe near Betty Frame. Need to do some extensive replacement work at this site. After recent leaks were fixed, conveyance loss is now at 25%.
 - C. **SAFETY COMMITTEE:** Vice President Poling reported that a safety meeting was held covering the topics of "Housekeeping, Safety – A Team Approach" and "How to Resolve Conflicts".
 - D. **LEGAL COUNSEL:** Legal Counsel Matt Emrick reported that the trial began August 18th and continued through the 21st. The afternoon session which was scheduled for August 22, was cancelled with little notice that morning. Bill Moores presented his case, and IBWD has yet to complete its rebuttal. If the trial does not resume in September or October, it is likely to be continued in early 2015.
 - E. **DIRECTORS:** N/A

6. **OLD BUSINESS**

- A. **DISCUSSION AND/OR ACTION: FIREHOUSE BUILDING LEASE TO REDWOOD COAST FIRE PROTECTION DISTRICT:** Director McCormick was appointed spokesperson to try to meet with RCFPD staff to determine what options are regarding the lease. Office Manager will write a letter regarding rodent eradication measures. Director Drolet will communicate with NEST regarding a suggestion to purchase automated external defibrillator(s) for placement in Irish Beach.
- B. **DISCUSSION AND/OR ACTION: CONSERVING AND PROTECTING WATER RESOURCES AND WATER QUALITY WITHIN THE IRISH BEACH WATER DISTRICT (SPECIAL-PURPOSE WELL RESOLUTION) TO REPLACE THE DISTRICT'S WELL MORATORIUM. IF APPROVED, REPLACES WELL EXEMPTION RESOLUTION 2013-1 PARCEL: 132-210-44-00 (BALLOU) AND RESOLUTION 2014-2 PARCEL: 132-210-42-00 (G. Moores):** Legal Counsel Emrick reported that the State Water Resources Control Board is developing regulations for controlling ground water usage. There are several Bills before the Legislature in this regard. He will revise the District's Resolution once the State sets forth their criteria for adoption and will present it to the Board at the next meeting. 87 Civil Code Section 1950.5(b). Continue to next meeting. Staff will send letter to County Planning approving well location with copies of resolution and agreement between parties regarding G. Moores' parcel.
- C. **DISCUSSION AND/ACTION: REVIEW OPERATIONAL BUDGET FISCAL YEAR 2014-2015 AND APPROVE RESOLUTION 2014-4 ACCEPTING OPRATIONAL BUDGET:** Treasurer Murray reviewed the proposed budget explaining that an additional hook-up was added since the draft version in last month's packet. The additional revenue was added to Mr. Acker's admin hours. She further stated that the budget is not very different from last year with a bottom line increase from last year of \$7,236. A motion by Director Poling was made with second from Director Drolet to adopt resolution 2014-4 to approve current budget as presented with no change in availability charge \$66.49 a month; but increase of usage charge from \$0.46 to \$0.49 per 100 gallons, Total operating budget \$203,900. After correcting the date for the rate increase from September 1, 2014 to October 1, 2014, and special meeting changed to regular meeting, a roll call vote was taken as follows: Poling aye; Drolet aye; Harley aye, and McCormick aye.
- D. **DISCUSSION AND/ACTION ACCEPT AND FILE IRISH BEACH WATER DISTRICT AUDIT FOR FISCAL YEAR ENDING SEPTEMBER 30, 2013 FROM RICK BOWERS, CPA:** Treasurer Murray reviewed the current audit pointing out that the opinion expressed by the auditor was unqualified and that the financial statements of the IBWD presented fairly and accurately the financial position of the district. The District realized a net income of approximately \$4,000. A motion by director Harley with second from director McCormick was made to accept and file the IBWD audit for fiscal year ending September 30, 2013. Motion carried 4-0.
- E. **FURTHER DISCUSSION AND/OR ACTION: NEW STAFF POSITION OF GENERAL MANAGER FOR IBWD. REPORT OF AD HOC COMMITTEE:** Vice President Poling reported that the committee met (Poling, Acker and Murray) and discussed the need for a General Manager. Committee felt it was a good step to relieve directors of administrative functions and to co-ordinate supervision of all staff. It was decided that a reclassification of Acker's job was the action to take. This requires Mr. Acker's acceptance and the Boards review of budget impact. Poling further said that she did not want to defer decision too long and would like to talk about the increase in salary cost in executive session to see if it was even possible before defining additional duties and talking the specifics of the changes in job description. Board agreed to continue discussion after executive session.

7. NEW BUSINESS

- A. **DISCUSSION AND OR ACTION: REVIEW AND UPDATE OUTSIDE WATER CONTRACT FOR FISCAL YEAR 2014-2015:** Motion by Director Poling with second from Director Harley carried unanimously to increase outside water sales rate from \$19.00 to \$25.00 per 1,000 gallons water. New contract will be sent to contractor revising rate.
- B. **DISCUSSION AND ACTION: RE-ORGANIZATION OF BOARD OFFICERS FOR NEW FISCAL YEAR:** Director Poling requested this item be carried over to November and change to Election of Board Officers for New Fiscal Year.
- C. **ADJOURN TO EXECUTIVE SESSION:** Vice President Poling adjourned the public meeting and convened the Executive Session at 12:35 pm.

8. EXECUTIVE (CLOSED) SESSION

- A. **CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION: SUBDIVISION (A) OF CALIFORNIA GOVERNMENT CODE §54956.9: WILLIAM H. MOORES ET AL. V. IRISH BEACH WATER DISTRICT, MENDOCINO SUPERIOR COURT NO. SC-UK-CV-G-09-0054665-000.**
- B. **PER GOVERNMENT CODE 54957(b)(1): TO CONSIDER THE APPOINTMENT, EMPLOYMENT, EVALUATION OF PERFORMANCE, DISCIPLINE, OR DISMISSAL OF A PUBLIC EMPLOYEE:**

RECONVENE TO PUBLIC MEETING:

Vice President Poling reconvened the General Session of the IBWD at 1:45pm and stated that the following reportable actions were taken in Executive Session: the IBWD moved to increase the estimated need of Mr. Acker's hours from 50 to 55 a month. The job description for the Operations Manager will be rewritten to include the oversight and co-ordination of the administrative function with all staff. Possibility of job reclassification may be considered.

ADJOURNMENT: Director Drolet moved to adjourn the meeting. Director Harley seconded. Motion carried.

Respectfully submitted,

Kathleen Poling, Vice President
Prepared by Judy Murray

Attest:

Don Harley, Secretary of the Board

**IRISH BEACH WATER DISTRICT BOARD OF DIRECTORS
REGULAR MEETING MINUTES**

NOVEMBER 8, 2014

1. CALL TO ORDER AND ROLL CALL: Vice President Poling called the Regular Meeting to order on Saturday, November 8, 2014, in the Rex Dunning Firehouse, 15401 Forest View Road at 10:05 AM. Directors in attendance were: Vice President Poling, Directors Drolet, Harley, and McCormick. Director Murray is on temporary leave of absence. Staff in attendance were: Operations Manager Acker, Water Technician Rogers, Interim Office Manager/Treasurer Judy Murray, and the District's Legal Counsel, Matt Emrick, attended by phone.

2. APPROVAL OF MINUTES: Director Harley moved to approve the minutes of the Regular Meeting held on September 13, 2014, as presented; Director McCormick seconded. Motion carried.

3. COMMUNICATIONS AND CORRESPONDENCE: Two communications were presented.

A. Request from Bill Moores to provide Department of Real Estate a "will serve letter" for Unit 4

B. Request from Bill Moores to provide Department of Real Estate a "will serve letter" for units 9, 9A.

These letters are requested to renew sub-division applications. Mr. Acker will prepare response and forward to Mr. Emrick before final release.

4. PUBLIC INPUT: Al Thompson requested that the public be notified timely of the future court dates. Mr Emrick reported that the next date on the court's calendar is Wednesday, November 21st at 1:30 for closing briefs.

5. REPORTS:

A. TREASURER'S REPORT: Interim Office Manager/Treasurer, Murray gave the Treasurer's report.

Director Harley moved to accept the Treasurer's report as submitted and to approve check register. Director Drolet seconded. Motion carried.

B. WATER/STORAGE FACILITIES/CONVEYANCE LOSS: Operations Manager Acker reviewed status of leak on Forest View; reported that the Municipal Service Review for LAFCO was completed; and reviewed plumbing and electrical improvements to Tank 3. Mr. Acker requested cross-connection resolution be included in January agenda items.

C. SAFETY COMMITTEE: Mr. Acker reported that next safety meeting is scheduled for November 11th.

D. LEGAL COUNSEL: Legal Counsel Matt Emrick reviewed recent legislation passed by State regarding groundwater sustainability. At January meeting, Mr. Emrick will present preliminary discussion of requirements and possible actions stemming from this new legislation.

E. DIRECTORS: Nothing to report.

6. OLD BUSINESS

DISCUSSION AND/OR ACTION: BUILDING LEASE TO REDWOOD COAST FIRE

PROTECTION DISTRICT: Director McCormick reported that she has met with RCFPD staff to determine what options there are regarding the lease renewal. Director Poling reviewed the revised copy of lease which she received from RCFPD. After discussion, Director McCormick moved to accept lease as proposed and written and to continue to provide current level of insurance on building and equipment. Director Harley seconded the motion. Roll call vote: Director McCormick aye, Director Harley aye, Director Drolet no, Director Poling aye. Motion passed. The Directors authorized Director Poling to sign lease and Office Manager Murray was directed to forward signed lease to RCFPD with corrected spelling of Director Poling's name.

7. NEW BUSINESS

A. DISCUSSION AND ACTION: ELECTION OF BOARD OFFICERS FOR 2015 CALENDAR YEAR

Director Poling nominated Director Don Harley for office of President. Motion had second from Director Drolet.

Director Harley nominated Director Kathy Poling for office of Vice President. Motion had second from Director Drolet.

Director Poling nominated Director Jan McCormick for office of Secretary. Director McCormick declined the nomination. Thereafter, Director Poling nominated Director Leon Drolet for office of Secretary. Motion had second from Director Harley.

There being no other nominations, the foregoing slate of officers was elected. The Directors agreed that Judy Murray will continue to serve as Treasurer.

B PROPOSAL FROM MR. DE RUITER FOR DE-ANNEXATION OF PARCEL 132-210-44-00

Director Poling and Counsel Emrick reviewed history of this proposal for a parcel on Nichols Ranch. Mr. Emrick reported that he had requested additional information and Mr. De Ruiter's attendance at meeting. Mr. DeRuiter was not in attendance. No action was taken.

ADJOURN TO EXECUTIVE SESSION: Vice President Poling adjourned the public meeting and convened the Executive Session at 11:45 am.

8. EXECUTIVE (CLOSED) SESSION

A. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION: SUBDIVISION (A) OF CALIFORNIA GOVERNMENT CODE §54956.9: WILLIAM H. MOORES ET AL. V. IRISH BEACH WATER DISTRICT, MENDOCINO SUPERIOR COURT NO. SC-UK-CV-G-09-0054665-000.

B. PER GOVERNMENT CODE 54957(b)(1): TO CONSIDER THE APPOINTMENT, EMPLOYMENT, EVALUATION OF PERFORMANCE, DISCIPLINE, OR DISMISSAL OF A PUBLIC EMPLOYEE:

RECONVENE TO PUBLIC MEETING:

Vice President Poling reconvened the General Session of the IBWD and stated that there were no reportable actions to report regarding existing litigation. However, the following reportable actions were taken in Executive Session regarding employment: the IBWD moves to commence the process of hiring a secretary/clerk to fill vacancy from recent resignation of Annette Fromwiller. An ad hoc committee of Director Drolet and Operations Manager Acker assisted by acting secretary/clerk Judy Murray was appointed. Position will be posted and advertised in January 2015.

ADJOURNMENT: Director McCormick moved to adjourn the meeting. Director Drolet seconded. Motion carried. Meeting adjourned at 12:15 pm.

Respectfully submitted,

Kathleen Poling, Vice President
Prepared by Judy Murray

Attest:

Don Harley, Secretary of the Board

**IRISH BEACH WATER DISTRICT BOARD OF DIRECTORS
REGULAR MEETING MINUTES**

JANUARY 10, 2015

1. **CALL TO ORDER AND ROLL CALL:** Vice President Poling called the Regular Meeting to order on Saturday, January 10, 2015, in the Rex Dunning Firehouse, 15401 Forest View Road at 10:05am. Directors in attendance were: Vice President Poling, Directors Drolet, Harley, and McCormick. Director Murray is on temporary leave of absence. Staff in attendance were: Operations Manager Acker, Water Technician Rogers, Interim Office Manager/Treasurer Judy Murray, and the District's Legal Counsel, Matt Emrick.
2. **SEATING OF BOARD OFFICERS FOR 2015:** Vice-President Poling moved that the Board Officers be seated in accordance with their titles. The following slate of officers for 2015 were seated by Vice-President Poling: President Don Harley, Vice-President Kathy Poling, Secretary Leon Drolet, Treasurer Judy Murray, and Director Jan McCormick. Vice-President Poling then turned the meeting over to President Don Harley.
3. **APPROVAL OF MINUTES:** Director Poling moved to approve the minutes of the Regular Meeting held November 8, 2014, as presented; Director Harley seconded. Motion carried.
4. **COMMUNICATIONS AND CORRESPONDENCE:** Operations Manager Acker reported that he completed "will serve" letters requested by William Moores to the Department of Real Estate for Unit 4 and Units 9 and 9A. This is a standard request that states that the District will provide water service to these undeveloped units.
5. **PUBLIC INPUT:** Al Thompson reported that he has been experiencing low water pressure. Operations Manager, Mr. Acker said he would look into it.
6. **REPORTS:**
 - A. **TREASURER'S REPORT:** Interim Office Manager/Treasurer, Murray gave the Treasurer's report. Director Drolet noted the report of checks issued included notations regarding missing check numbers. Treasurer Murray said she would improve her report to properly account for missing checks. Director Poling moved to accept the Treasurer's report as submitted and to approve check register. Director McCormick seconded. Motion carried.
 - B. **WATER/STORAGE FACILITIES/CONVEYANCE LOSS:** Operations Manager Acker reported that after storms roads are patrolled for downed limbs and erosion. At year end, additional chemical testing of water was done. PG&E has installed new power line starting at Whitaker's house on Forest View and up as far as the condominiums. Staff made repairs to the Tank 3 shed. The upper diversion water line was damaged by a downed tree in wind storm. Mr. Acker has plans to replace this above ground pipeline which is on the list of proposed system-wide projects. Staff continues to review the remote monitoring system. An inspection was completed by an inspector from the State Water Resources Control Board. The inspector left a short list of items needing attention.
 - C. **SAFETY COMMITTEE:** Mr. Acker reported a meeting was held November 25th. Topics covered were "Holiday Safety" and "Slips trips, and falls". In attendance were C. Acker, P. DeVaul, and D. Rodgers.
 - D. **LEGAL COUNSEL:** Legal Counsel Matt Emrick reported that the Judge has not released her ruling on the "Damage Phase" from the finding of a "taking" in the case of inverse condemnation filed by William Moores against the District regarding the drilling of the Tank 5 well. He further explained that the findings will need to establish the value of the new well and the damage to the property from drilling the unauthorized well. He reminded the board that the district already had a 4 foot by 4 foot site, 40 feet of pipe, and a 500 foot power line.
 - E. **DIRECTORS:** Nothing to report
7. **OLD BUSINESS**

- A. **DISCUSSION AND/OR ACTION: BUILDING LEASE TO REDWOOD COAST FIRE PROTECTION DISTRICT:** RCFPD has not returned the signed lease IBWD returned to them. Clerk/Secretary will follow up to confirm receipt of signed lease by RCFPD. Will keep item on agenda.

8. NEW BUSINESS

A. **CROSS CONNECTION REVIEW AND FUNDING SOURCE**

Operations Manager Acker reported he and Contractor, Rio Russell are working on the cross connection ordinance and will present it sometime in future. The main points are 1) All parcels will be treated same, 2) Device will be installed in meter box and be a part of district maintenance, 3) Avoid public issues if private compliance, 4) Implement over period of time, and 5) Will not be special assessment or increase in monthly fees. Funding source will be greater than 40-year asset reserve as meters will be updated.

B. **RESOLUTION INITIATING PROCESS FOR DISTRICT TO EXPLORE BECOMING A GROUNDWATER SUSTAINABILITY AGENCY (GSA)**

Mr. Emrick presented resolution which is the first step in the planning process. Mr. Emrick also presented an outline of additional steps required to become a GSA. Director Poling made a motion to adopt Resolution 2015-1 as proposed with second from Director McCormick. Roll call vote: Director Harley, aye; Director Poling, aye; Director Drolet, aye; Director McCormick, aye. Motion carried. President Harley formed an ad hoc GSA committee of himself and Mr. Emrick, Mr. Acker, Mr. Whitaker.

- C. **HIRING OF CLERK/SECRETARY/OFFICE MANAGER** Interim Clerk/Secretary directed to post and advertise notice for the permanent, part time position of Clerk/Secretary. Notice of job opening to appear in Independent Coast Observer in Gualala and the Mendocino Beacon in Fort Bragg. Starting salary to be \$15.00 hour. Hours estimated at 10-15 hours per week. Application deadline to be two weeks after publication. Don Harley, Leon Drolet, and Charlie Acker were previously appointed to be the ad hoc hiring committee.

ADJOURN TO EXECUTIVE SESSION: President Harley adjourned the public meeting and convened the Executive Session at 12:10pm.

9. EXECUTIVE (CLOSED) SESSION

A. **CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION: SUBDIVISION (A) OF CALIFORNIA GOVERNMENT CODE §54956.9: WILLIAM H. MOORES ET AL. V. IRISH BEACH WATER DISTRICT, MENDOCINO SUPERIOR COURT NO.SC-UK-CV-G-09-0054665-000.**

B. **PER GOVERNMENT CODE 54957(b)(1): TO CONSIDER THE APPOINTMENT, EMPLOYMENT, EVALUATION OF PERFORMANCE, DISCIPLINE, OR DISMISSAL OF A PUBLIC EMPLOYEE:**

RECONVENE TO PUBLIC MEETING:

President Harley reconvened the General Session of the IBWD and stated that there were no reportable actions to report regarding existing litigation.

ADJOURNMENT: Director Harley moved to adjourn the meeting. Director Drolet seconded. Motion carried. Meeting adjourned at 12:55pm.

Respectfully submitted,

Don Harley, President
Prepared by Judy Murray

Attest:

Leon Drolet, Secretary of the Board

**IRISH BEACH WATER DISTRICT BOARD OF DIRECTORS
REGULAR MEETING MINUTES**

MARCH 14, 2015

1. **CALL TO ORDER AND ROLL CALL:** President Harley called the Regular Meeting to order on Saturday, March 10, 2015, in the Rex Dunning Firehouse, 15401 Forest View Road at 10:03am. Directors in attendance were: Secretary Drolet, President Harley, and Director McCormick. Vice-President Poling attended by phone from 1728 Stanley Dollar Dr. #2B, Walnut Creek, Ca 94565. Director Murray is on temporary leave of absence. Staff in attendance were: General Manager Acker, Interim Office Manager/Treasurer Judy Murray, and the District's Legal Counsel, Matt Emrick.
2. **APPROVAL OF MINUTES:** No minutes were presented for approval. Draft minutes for January 10th meeting will be presented as well as the March 14th draft minutes on the May 16th agenda.
3. **COMMUNICATIONS AND CORRESPONDENCE:** None
4. **PUBLIC INPUT:** A member of the public said he had received a call regarding an issue with the Elk Creek watershed. He asked Mr. Acker if it affected Elk Water. Mr. Acker said that the issue concerned a timber harvest proposal. The Elk Creek watershed is the area around the Beacon Ranch. The Greenwood watershed feeds the Elk water supply.
5. **REPORTS:**
 - A. **TREASURER'S REPORT:** Interim Office Manager/Treasurer, Murray gave the Treasurer's report. Director McCormick moved to accept the Treasurer's report as submitted and to approve check register. Director Drolet seconded. Motion carried.
 - B. **WATER/STORAGE FACILITIES/CONVEYANCE LOSS:** Operations Manager Acker reported that staff continued finish work on tank 3 equipment, repaired a leak on Forest View Loop, made repairs to the firehouse roof and repaired creek pipe due to fallen tree. Fixing the leak on Forest View loop resulted in a reduction of 5 gallons a day to conveyance loss. Loss went from 30% to 20%. Mr. Acker worked with LAFCO staff regarding de-annexation requests. Treatment plant operator, Dewey Rodgers, took a spill just outside the plant and broke his ankle. Workers comp has been properly notified. Mr. Acker also informed the Board of his vacation plans from April 28th until May 26. He will miss May 16th meeting. However, it is anticipated that Dewey will be back on duty to cover.
 - C. **SAFETY COMMITTEE:** Mr. Acker reported a meeting was held February 27th. Topics covered were "Safe Driving" and "Safety Data Sheets". In attendance were C. Acker, P. DeVaul, and D. Rodgers.
 - D. **LEGAL COUNSEL:** Legal Counsel Matt Emrick reported that the Judge has delivered her decision in the damages phase of the lawsuit filed by William Moores in 2009 against the District. Plaintiff was awarded \$401,000. He was asking for over \$3,000,000. Mr. Emrick reviewed the findings for the Board. Timeline for the next court date is April 10, 2015, at 1:30pm. Mr. Emrick will be filing objections to the Court's decision. Phase 3 of the case has not been scheduled. Phase 3 involves breach of the 2002 Unit 9 agreement and collection of Proposition 218 assessments.
 - E. **DIRECTORS: NONE**
6. **OLD BUSINESS**
 - A. **DISCUSSION AND/OR ACTION: FIREHOUSE BUILDING LEASE TO REDWOOD COAST FIRE PROTECTION DISTRICT (POLING)** RCFPD has not returned the signed lease. President Harley will try to contact Judy Seymour for update. Will keep item on agenda. Mr. Emrick commented that acting on an unsigned agreement is enforceable.
 - B. **DISCUSSION AND/OR ACTION AND PUBLIC INPUT: RESOLUTION INITIATING PROCESS FOR DISTRICT TO EXPLORE BECOMING A GROUNDWATER SUSTAINABILITY AGENCY (EMRICK)**

RECONVENE TO PUBLIC MEETING:

President Harley reconvened the General Session of the IBWD at 12:41pm and stated that the Board has hired Connie Sackman to fill the permanent part-time position of Clerk/Secretary. General Manager Acker will send formal letter offering employment. There were no reportable actions regarding existing litigation.

ADJOURNMENT: Director Drolet moved to adjourn the meeting. Director McCormick seconded. Motion carried. Meeting adjourned at 12:49pm.

Respectfully submitted,

Don Harley, President
Prepared by Judy Murray

Attest:

Leon Drolet, Secretary of the Board

Mr. Emrick was looking for comments from the Board and the public. No action was requested. Item will be continued.

C. DISCUSSION AND/OR ACTION: REVIEW INTERVIEW COMMITTEE'S RECOMMENDATION REGARDING HIRING OF CLERK/SECRETARY/OFFICE MANAGER (HARLEY)

Six applications were received. Three were selected for interviews held March 3. Recommendation from the hiring committee will be presented in executive session. Two of the candidates were present in the audience: Connie Sackman and Benita Allred.

7. NEW BUSINESS

A. DISCUSSION AND/OR ACTION: PROPOSAL TO CANCEL REGULAR MAY 9TH MEETING AND CALL A SPECIAL MEETING ON MAY 16, 2015, DUE TO MOTHER'S DAY WEEKEND (HARLEY)

Director Poling made a motion to cancel the regular meeting scheduled for May 9 and schedule a special meeting May 16th. Director Harley seconded the motion. Motion carried. Special Meeting will be properly noticed. Mr. Acker will miss May 16th meeting.

B. DISCUSSION AND/OR ACTION: LAFCO ANNEXATION AGREEMENT REGARDING WILLIAM MOORES REQUEST REGARDING INN SITE PARCELS (ACKER) LAFCO representative George Williamson reviewed in detail LAFCO's position. No action from Irish Beach Water District required at this time.

C. DISCUSSION AND/OR ACTION: LAFCO ANNEXATION AGREEMENT REGARDING MR. DE REUTER'S REQUEST REGARDING DE-ANNEXATION (ACKER) LAFCO Representative, George Williamson, reviewed in detail LAFCO's position. Mr. Acker was directed to contact the hydrologist in Albion to get cost estimate for hydrology study for the 62 acre parcel. Mr. Emrick will present options available to the Board at the May meeting regarding this request.

D. DISCUSSION AND/OR ACTION: PROPOSED RESOLUTION ALLOWING AGRICULTURAL USE AS PERMITTED BY ZONING ON ASSESSOR'S PARCEL NO. 132-210-44-00 KNOWN AS "THE 60 ACRE DE RUITER PARCEL" WITHOUT REGULATION BY IBWD UNLESS AND UNTIL ZONING IS CHANGED TO ALLOW RESIDENTIAL DEVELOPMENT OF THAT PARCEL. (EMRICK)

Board was advised by counsel that we are not in a position to act on this proposal. Item will be continued to May 16th.

ADJOURN TO EXECUTIVE SESSION: President Harley adjourned the public meeting and convened the Executive Session at 12:00pm.

8. EXECUTIVE (CLOSED) SESSION

A. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION: SUBDIVISION (A) OF CALIFORNIA GOVERNMENT CODE §54956.9: WILLIAM H. MOORES ET AL. V. IRISH BEACH WATER DISTRICT, MENDOCINO SUPERIOR COURT NO. SC-UK-CV-G-09-0054665-000.

B. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED/POTENTIAL LITIGATION: SIGNIFICANT EXPOSURE TO LITIGATION PURSUANT TO PARAGRAPH (2) OR (3) OF SUBDIVISION (D) OF SECTION 54956.9: (1 POTENTIAL CASE).

C. PER GOVERNMENT CODE 54957(b)(1): TO CONSIDER THE APPOINTMENT, EMPLOYMENT, EVALUATION OF PERFORMANCE, DISCIPLINE, OR DISMISSAL OF A PUBLIC EMPLOYEE:

IRISH BEACH WATER DISTRICT BOARD OF DIRECTORS

SPECIAL MEETING MINUTES

May 16, 2015

1. **CALL TO ORDER AND ROLL CALL:** President Harley called the Special Meeting to order on Saturday, May 16, 2015, in the Rex Dunning Firehouse, 15401 Forest View Road at 10:05 A.M. Directors in attendance were: Secretary Drolet, President Harley, Director McCormick, and Director Murray. Vice-President Poling attended by phone from 1728 Stanley Dollar Dr. #2B, Walnut Creek, Ca 94565. Staff in attendance were: Dewey Rogers for Operations Manager Charles Acker and Clerk/Secretary Connie Sackman, with the District's Legal Counsel, Matthew Emrick.
2. **APPROVAL OF MINUTES:** A motion was made by Vice-President Poling to approve the Minutes for January 10, 2015, with the suggested changes from Director Drolet. Director Drolet seconded the motion. Roll call vote: Director Harley, aye; Director Drolet, aye; Director McCormick, aye; Director Murray, Aye; and Director Poling, aye. Motion carried.

Motion was made by Director Poling to approve the Minutes for March 14, 2015, and Director Drolet seconded the motion. Roll call vote: Director Harley, aye; Director Drolet, aye; Director McCormick, aye; Director Murray, Aye; and Director Poling, aye. Motion carried.
3. **COMMUNICATIONS AND CORRESPONDENCE:** Received a communication from William Moores and forwarded it to counsel. William Moores requested a fixed asset listing, which was given to his attorney to forward to him. The objections to the de-annexation of parcels in the Nichols Ranch will be addressed in Item 6B.
4. **PUBLIC INPUT:** No input at this time.
5. **REPORTS:**
 - A. **TREASURER'S REPORT:** Treasurer Murray updated her cash statement for May, 2015, including checks issued. There was nothing significant to report. Will investigate duplicate payment for S & B Market and further explained checks to former employee for vacation and timesheet payment. Former employee now assists in a part-time employee capacity as an advisor and inputs to the website. Motion was carried by Director Harley to accept the Treasurer's report as submitted and to approve the check register. Director Drolet seconded. Roll call to vote: Director Harley, aye; Director Drolet, aye; Director McCormick, aye; Director Murray, Aye; and Director Poling, aye. Motion carried.
 - B. **WATER/STORAGE FACILITIES/CONVEYANCE LOSS:** Dewey Rogers gave the water report in Mr. Acker's absence. Fence repair at Tank 1 will include a retaining wall and be completed by District staff at the cost for parts of approximately \$1,500 and their labor, at approximately \$600 to \$700, as opposed to a contracting bid of \$8,500. Repaired a minor leak in one tank. Nothing major to report, just routine maintenance. Conveyance loss of 30% or 10,000 gallons per day since the 1970's, due to substandard feeder lines. Goal of 10% would be an acceptable number.
 - C. **SAFETY COMMITTEE:** No safety committee input.
 - D. **LEGAL COUNSEL:** Attorney Emrick reviewed objections to the initial court's ruling. Objections will be posted to our website. A final judgement has not been issued by the court. The third phase of the trial is in the process to decide on a jury trial and/or court trial, as some aspects are not appropriate for a jury trial. Attorney Emrick will meet with William Moores'

attorney to set the trial date for the third phase of the trial for a February/March 2016 timeframe.

Attorney Emrick will put together a matrix to research the different types of water districts for presentation at the next meeting. Discussion will include comparing the different types of water districts and the advantages/disadvantages of partnering with another water district, such as the Elk Community Service District.

- E. **DIRECTORS:** Director Poling requests the contact list be updated. Director Harley has questions about the need to fit all properties with a backflow device. The item will be on the agenda for the next meeting.

6. OLD BUSINESS:

- A. **DISCUSSION AND/OR ACTION: FIREHOUSE BUILDING LEASE TO REDWOOD COAST FIRE PROTECTION DISTRICT (HARLEY).** Director Harley spoke with Claudia, District Secretary, who said there would be follow up with Director Harley on the status of the lease. Director Harley has not heard back from Claudia. Director Poling will provide language for a letter to be signed by Director Harley to the effect that IBWD considers the unsigned agreement enforceable if performing as agreed. Will remain on the agenda for further discussion.
- B. **DISCUSSION AND/OR ACTION AND PUBLIC INPUT: RESOLUTION INITIATING PROCESS FOR DISTRICT TO EXPLORE BECOMING A GROUNDWATER SUSTAINABILITY AGENCY (EMRICK).** Coastal building permit and detachment of property from the district. This property is known as the 60 acre DeRuiter property, which is the northwest parcel in the Nicolols Ranch starting from Highway One and continuing to Irish Gulch. The District is moving forward with having a hydrologist study (at no cost to the District) to determine the impact on Mr. DeRuiter's detachment from the District. A motion by Director Poling was made for the Ad Hoc Ground Water Committee Members: Matt Emrick, Charles Acker, Don Harley, and Steve Whitaker be instructed to make no agreement that would put the Irish Beach Water District in a less favorable position than it is right now in the current resolutions on file, and if such a proposal is required, that it come back through the District for approval. Director Drolet seconded the motion. Roll Call to vote: Director Harley, aye; Director Drolet, aye; Director McCormick, aye; Director Murray, Aye; and Director Poling, aye. Motion carried.

7. NEW BUSINESS

- A. **DISCUSSION AND/OR ACTION: ADOPTION OF STATE MANDATED EMERGENCY WATER CONSERVATION REQUIREMENTS. (EMRICK).** A mandate from the state is for the Irish Beach Water District to comply with water conservation by reducing by 25% total potable water production relative to the amount produced in 2013, or limit outdoor irrigation in the community to twice a week. Those are the two options. The District is required to report back to the state by December 2015, showing the difference in usages from June 2013 through June 2015. Director Poling made a motion that the newly formed Ad Hoc Committee: Acker, Drolet, and McCormick have a draft plan for reducing water usage be ready by the next meeting. Director Poling also volunteered for the second part of the plan, which involves the mandate for providing educational materials for the community in reducing water usage. Director Harley seconded the motion. Roll call to vote: Director Harley, aye; Director Drolet, aye; Director McCormick, aye; Director Murray, Aye; and Director Poling, aye. Motion carried.
- B. **NOTICE OF ELECTION TO BE HELD ON AUGUST 25, 2015, FOR THE FOLLOWING ELECTED OFFICE HOLDERS WHOSE TERMS WILL EXPIRE IN 2015: POLING, MURRAY, DROLET FOR FOUR YEAR AND MCCORMICK FOR**

TWO YEAR TERM COMMENCING 12/04/2015. (HARLEY). The listed board members received their election form packets this date to be completed, notarized as necessary and returned to the Assistant Registrar's Office no later than Friday, May 29, 2015.

- C. DISCUSSION AND/OR ACTION: ADOPTION OF DISTRICT ASSETS FOR 2014-2015 FISCAL YEAR AND APPROVAL OF RESOLUTION REVISING AND UPDATING ASSET LISTINGS AND ASSESSMENT FEES. (MURRAY).** Treasurer Murray said this item will be carried over to the next meeting, giving the Board time to review and ask questions at the next meeting. The resolution updating fixed asset listings and revising assessment fees for inflation must be adopted at the July meeting so that revised rates can be sent to the County Auditor to update assessment fees collected in fiscal year 2015-2016.

ADJOURN TO EXECUTIVE SESSION: President Harley adjourned the public meeting at 11:53 A.M. and convened the Executive Session at 12:00pm.

8. EXECUTIVE (CLOSED) SESSION: No reportable items.

RETURN TO OPEN SESSION AND REPORT.

President Harley reconvened the General Session of the IBWD and stated that there were no reportable actions to report regarding existing litigation.

ADJOURNMENT: Director Drolet moved to adjourn the meeting. Director Harley seconded the motion. Motion carried. Meeting adjourned at 12:08 P.M.

Respectfully submitted,

Don Harley, President

Prepared by Connie Sackman

Attest:

Leon Drolet, Secretary of the Board

IRISH BEACH WATER DISTRICT BOARD OF DIRECTORS
REGULAR MEETING MINUTES – DRAFT

July 11, 2015

1. **CALL TO ORDER AND ROLL CALL:** President Harley called the Regular Meeting to order at 10:08 A.M. on Saturday, July 11, 2015, in the Rex Dunning Firehouse, 15401 Forest View Road at 10:05 AM. Directors in attendance were: President Harley, Secretary Drolet, Director McCormick, and Director/Treasurer Murray. Vice-President Poling attended by phone from 1726 Stanley Dollar Dr., #2B, Walnut Creek, CA 94595. Also present were Charles Acker, District Operations Manager, Dewey Rogers, Water Technician, Secretary/Clerk, Connie Sackman, and District's Legal Counsel, Matthew Emrick.
2. **APPROVAL OF MINUTES:** Motion was made by Director Drolet to approve the Meeting Minutes for May 16, 2015, Director Murray seconded the motion. Roll call vote: Director Harley, aye; Director Drolet, aye; Director McCormick, aye; Director Murray, aye; and Director Poling, aye. Motion carried.
3. **COMMUNICATIONS AND CORRESPONDENCE:** No communications or correspondence to report.
4. **PUBLIC INPUT:** No input at this time.
5. **REPORTS:**
 - A. **TREASURER'S REPORT:** Treasurer Murray reports the following: At the next meeting the new budget will be gone over in more detail with a budget to actual for the current year. The Water District is in a good financial position, with no unexpected occurrences, and expect the year to be in a positive financial position. There is a new state policy of allowing three sick leave days annually. As all of the District's employees are part-time, they are entitled to one-quarter of their time for sick leave. This new state policy will be budgeted for approximately \$861 for next year. Typical checks issued and nothing significant to report. Motion was made by Director McCormick to accept the Treasurer's report as submitted and to approve the check register. Director Harley seconded the motion. Roll call to vote: Director McCormick, aye; Director Drolet, aye; Director Harley, aye; Director Murray, aye, and Director Poling, abstained. Motion carried.
 - B. **WATER/STORAGE FACILITIES/CONVEYANCE LOSS:** District Operations Manager, Charles Acker gave the following report: On May 28, 2015, at approximately 6:00 PM, Mr. Acker received a phone call from Water Technician, Dewey Rogers, that a major leak occurred because of a utility truck running over two meter boxes. The repair was accomplished within two days without further complications. Further protection for the meters will be provided by installing a posted warning sign. There is a problem with a product and waiting to hear back from the company regarding the shelf life, temperature storage, and any chemical issues. The bid for new fencing installation was \$8,500. Due to the high bid for installing, a decision was made to do the installing in-house. Two new fencing gates have been purchased and installation will be accomplished soon. A quote has been obtained for repainting the firehouse, office and treatment buildings, and doing minor repairs. An occurrence happened during digging for a water main and touched onto a 12,000 volt power cable (which happened to not be an active one). Example of why proper excavating equipment is important for safety concerns. Nine state reports involving drinking water, consumer confidence, water rights, water usage and water diverted have all been completed.
 - C. **SAFETY COMMITTEE:** Charles Acker, District Operations Manager, reported the following: Mr. Acker met with a consultant from York Insurance Company regarding the employee, Dewey Rogers',

injury accident. The consultant did a review of the District's safety policy, and provided recommendations and some templates to facilitate updating the safety policy. Of major concern is bringing the ladders on tanks up to code, but when tanks were replaced they came with up-to-code ladders. The consultant will provide a list of items needed for safety compliance, including an oxygen sniffing device.

- D. **LEGAL COUNSEL:** Attorney Emrick provided the following: The well completion reports from Water Resources will now become public record, which allows the District to have access to these reports. A State ruling has been issued declaring that for now the State cannot curtail property owners' water rights without a public hearing. In regards to the District vs. Williams Moores, a trial date has been set for Phase 3 for January 3, 2016. By December 2015, a determination will be made as to which actions go to the court and which go to a jury.
- E. **DIRECTORS:** Nothing to mention.

6. OLD BUSINESS:

- A. **DISCUSSION AND/OR ACTION: FIREHOUSE LEASE UPDATE TO REDWOOD COAST FIRE PROTECTION DISTRICT (RCFPD): (HARLEY).** Director Harley reports that the lease has been signed and no further action is required.
- B. **DISCUSSION AND/OR ACTION AND PUBLIC INPUT: PROPOSED LAFCO DETACHMENT OF DERUITER PROPERTY FROM THE DISTRICT; UPDATES ON IMPACTS TO THE DISTRICT; PROPOSED DEED RESTRICTION LANGUAGE RELATING TO WATER USE ON DERUITER PROPERTY: (EMRICK/HARLEY).** Regarding:Coastal building permit and detachment of property from the district. This property is known as the 60-acre DeRuiter property, which is the northwest parcel in the Nichols Ranch, starting from Highway One and continuing to Irish Gulch. Attorney Emrick provided the following: As background information Mr. DeRuiter wants to detach from the District to avoid restrictions on water usage. Mr. DeRuiter's misconception was that they were not entitled to water by just being part of the District, which led them to believe that the District was trying to deprive their property of water with restrictions on the well. Attorney Emrick explained to Mr. DeRuiter and his attorney that the mere presence of Mr. DeRuiter's property within the District means he is entitled to water within the District. Now that Mr. DeRuiter has a clearer understanding of his rights by staying in the District, this has caused a shift in considering staying in the District. A benefit to the District with Mr. DeRuiter staying in the District is getting a credit under the rules of the State board. After licensing Mr. DeRuiter's well, the District would be able to add Mr. DeRuiter's water usage to the District's total for licensing. A hydrologist report was done for the District to determine the impact of pumping from the well on the DeRuiter property on Irish Gulch. The hydrologist's report stated that the elevation differences between Irish Gulch and the depth to the well, as well as other statistics, concluded that what is pumped will not have an impact on the District. This hydrologists report provided enough information to avoid doing a \$10,000 study. The LAFCO hearing is set for August 2015, for detachment to be approved. The District submitted comments to LAFCO saying that the DeRuiter well should be monitored even if Mr. DeRuiter is allowed to be outside the District. President Harley and Attorney Emrick have had phone conversations since that time indicating, by Mr. DeRuiter's attorney, that Mr. DeRuiter will probably stay in the District. Attorney Emrick recommends lifting the restriction, as far as pumping, but keep the monitoring restrictions in place. The Board agreed to lift the pumping restrictions and ask Counsel to prepare a resolution for the next meeting which would include a monitoring provision.

Director McCormick made a motion to vote to oppose the de-annexation of the DeRuiter property, and have Operations Manager Acker directed to attend the LAFCO hearing to carry that position, submit a cover letter with the hydrologist report, and not change that position without further authorization from the IBWD Board. Director Poling seconded the motion. Roll call to vote: Director Harley, aye; Director

Drolet, aye; Director McCormick, aye; Director Murray, aye, and Director Poling, aye. Motion carried. In closing, Attorney Emrick commented that LAFCO believes the properties within the District cannot have any agricultural purposes, but the District does have many properties that are timber preserves, and agricultural; and the California water code allows the District to provide water for these properties. Our water permit does not state this, but it could, and can provide ground water for whatever purposes are required. Attorney Emrick will provide more information to LAFCO in that regard.

C. DISCUSSION AND/OR ACTION: ADOPTION OF STATE MANDATED EMERGENCY WATER CONSERVATION REQUIREMENTS – RESOLUTION TO RESTRICT OUTDOOR WATERING TO TWO DAYS A WEEK: (ACKER/MCCORMICK/DROLET). President Harley and Attorney Emrick composed a water conservation resolution and submitted to the board the following draft resolution: Outdoor watering for property owners in Irish Beach will be specified as two days per week, and amended by the Board to be specified as Sunday and Wednesday, with no outdoor watering between 10:00 A.M. and 6:00 P.M. Potted plants and vegetable gardens are exempt. Hardship cases will be reviewed on a case-by-case basis by the operations manager for exemptions. There will be a \$100 penalty per day for not adhering to the resolution. Homeowners are required to notify their renters of this resolution. The next water bill will provide a notice regarding this resolution and the District's website will provide a link to the state's information on conserving water usage. Director Drolet makes a motion to accept the resolution as amended as follows: Now therefore it will be resolved that the Irish Beach Water District will comply with the state-wide mandate by limiting outdoor watering to two days per week, as the resolution specifies. Seconded by Harley. Roll call to vote: Director Harley, aye; Director Drolet, aye; Director McCormick, aye; Director Murray, aye, and Director Poling, nay. Motion carried. Director Murray brought up the subject of selling water and its impact on reduction of water usage. Operations Manager Acker suggests selling water at a 25% reduction compared to 2013 or limit to one load per day. President Harley directs Operations Manager Acker to change the existing wording of the resolution/agreement of 2015-2016 in that regard and have it signed.

D. DISCUSSION AND/OR ACTION: ADOPTION OF DISTRICT ASSETS FOR 2014-2015 FISCAL YEAR AND APPROVAL OF RESOLUTION REVISING AND UPDATING ASSET LISTINGS AND ASSESSMENT FEES: (MURRAY). Treasurer Murray would like the Board to vote on approval of Resolution 2015-3, which is setting the assessment parcel rates for 2015-2016, but in the year 2014-2015. The parcel rates increased by 3% per parcel or approximately an additional \$6.62. This increase complies with Proposition 218 voted in that put this increase into effect. President Harley made a motion to update Resolution 2015-3 for asset listings assessment fees and operating reserves for inflation and operating maintenance activities. Seconded by Director Drolet. Roll call to vote: Director McCormick, aye; Director Murray, aye; Director Drolet aye; Director Harley, aye, and Director Poling, aye. Motion carries. The next is Actual Listings of Fixed Assets. Attachment 2, System Wide Capital Improvements. At this time the District's priority for this fund is mainly repair and replacing our District's water lines. Funds available are \$106,000. Will be further discussed in the portion of Fixed Asset Purchase. The Board directs Operations Manager Acker to consider repair and replacement of water lines a priority. The next listing is for Greater than 40, which is another funding source for another item on the agenda for cross connections and those funds are \$152,000. System Wide, Greater than 40, and a listing of Less than 40 (which is not part of the assessment fee). Next is our alternate water development, which was Mallo Pass and that is \$200,041.00. We have nothing budgeted in next year's projects, unless the District moves forward with connecting the Tank 2 well, which is estimated at \$8,000. For the Less than 40 assets listing, the District has no reserve. Treasurer Murray recommends transferring some funds to that account.

E. DISCUSSION AND/OR ACTION: CROSS CONNECTION PROGRAM REVIEW: (ACKER/HARLEY). Operations Manager Acker comments that Rio Russell, District licensed technician employee and an independent contractor in cross connection wrote a draft policy for the

District to consider for approval of a resolution for cross connection with the State's regulations requirements. President Harley inquired as to what would constitute the need for a property to have a cross connection or be considered a hazard and what does the state require. Operations Manager Acker commented that the requirement is to do a survey of the District's homeowners' properties to determine which properties would require a back-flow preventer. The properties that would require a back-flow preventer would be those with a water meter lower in elevation than the house or any elevation with a watering system that is higher than the meter that could potentially flow back into the system. The survey would consist of the District identifying those properties that have this potential hazard and install back-flow preventer for those properties, which would fulfill the legal obligation for cross connections. Operations Manager Acker further commented: Construction of new homes will automatically be required to have a back-flow preventer installed. All cross connection devices carry an annual inspection by a licensed inspector. The proposal for a cross connection resolution will be further addressed by Operations Manager Acker and the proposal will be available at the next meeting.

7. NEW BUSINESS:

A. DISCUSSION AND/OR ACTION: PROPOSED WATER BUDGET FOR IRISH BEACH WATER DISTRICT FOR FISCAL YEAR 2015-2016: (MURRAY). Treasurer Murray reports the following: The proposed budget is the same as last year with updates to salary related changes. The first page shows 2014-2015 current year and the 2015-2016 proposed, and the difference, which shows little change. On water usage, there is a \$0.02 increase from \$0.49 to \$0.51 per 100 gallons of water usage. Treasurer Murray will make suggestions/recommendations regarding the 25% water usage reduction. President Harley commented that the District does not have personnel/employee policies for cost-of-living raises, incremental raises, or merit raises. This will be further discussed in this meeting's Executive (Closed) Session. In the next meeting Treasurer Murray will provide current year-to-date for Legal Counsel budget and a detailed budget to actual. Treasurer Murray recommends the District's Board propose to bring this budget back in September for further discussion and approval. President Harley stated that the budget will be brought back and acted on at the next meeting. Anyone with budget questions may contact Director Murray in the meantime.

B. DISCUSSION AND/OR ACTION: REQUEST FOR APPROVAL OF FIXED ASSET PURCHASE AND REQUEST FOR APPROVAL OF CONTRACT WITH ROBOLI AND SONS FOR MAINTENANCE WORK: (ACKER/MURRAY). Operations Manager Acker and Water Technician Rogers have brought a contract before the Board for approval from Roboli and Sons Company. Roboli has worked for the District in the past. This contract includes preparation for painting and restoration where there is wood damage, repair defects around doorways, pressure wash, and re-nailing. This would restore and give a fresh look to the three buildings, consisting of the small office, treatment plant, small tank, and the main building housing the fire truck. Director Poling made a motion to accept this contract with Roboli and Sons Company. Seconded by Director Drolet. Roll call to vote: Director Poling, aye; Director Harley, aye; Director Drolet, aye; Director McCormick, aye; Director Murray, aye. Motion carried. Operations Manager Acker made the following comments: It was not necessary to get multiple bids, as this contract is under the bid threshold for maintenance type work. This protocol for bid thresholds and guidance for authorizing contract work should be written into the District's policies.

Director Murray and Operations Manager Acker request approval for the purchase of a vacuum excavator. The vacuum excavator prevents damage to utility lines when working on water lines and is a requirement by Underground Service Alert (USA). The vacuum excavator would greatly expedite water lines repair and replacement for the leakage concerns, is a safety measure for employees working near power lines, and a potential cost savings in preventing penalty charges for damage to power lines. Attorney Emrick suggests purchasing the vacuum excavator outright instead of sharing the purchase, which would cancel the need for the expenditure of an attorney to draw up an MOU agreement between

owners of the vacuum excavator. Also the vacuum excavator could be leased to other water districts and a lease agreement could be accomplished in-house with less legal fees involved. Attorney Emrick comments that this shows the state board we are addressing the water leakage in a timely manner. Director Murray comments that the purchase could come out of the System Wide Budget of \$106,000. The purchase would be part of repair and replacement. Director McCormick made a motion to approve the purchase of the vacuum excavator for the District at the purchase price of approximately \$24,000, from the System Wide Budget fund, with the potential to lease the vacuum excavator to Elk and other water districts. Seconded by Director Harley. Roll call to vote: Director Drolet, aye; Director Harley, aye; Director McCormick, aye; Director Murray, aye, and Director Poling, aye. Motion carried. Operations Manager Acker commented that he will let Elk's water district know about leasing the vacuum excavator to them. A lease committee will go through the process of creating a lease for the vacuum excavator, and can be done in-house under the legal expenses budget.

Director Harley closed the public session at 12:18 PM for the Executive (Closed) Session.

8. EXECUTIVE (CLOSED) SESSION. No reportable items.

RETURN TO OPEN SESSION AND REPORT.

President Harley reconvened the General Session of the IBWD and stated that there were no reportable actions to report regarding existing litigation.

ADJOURNMENT: Director Drolet moved to adjourn the meeting. Director Harley seconded. Roll call to vote: Director McCormick, aye; Director Murray, aye; Director Drolet aye; Director Harley, aye, and Director Poling, aye. Motion carried. Meeting adjourned at 12:30 P.M.

Respectfully submitted,

Don Harley, President
Prepared by Connie Sackman

Attest:

Leon Drolet, Secretary of the Board

IRISH BEACH WATER DISTRICT BOARD OF DIRECTORS
REGULAR MEETING MINUTES – DRAFT

September 12, 2015

1. **CALL TO ORDER AND ROLL CALL:** President Harley called the Regular Meeting to order at 10:06 A.M. on Saturday, September 12, 2015, in the Rex Dunning Firehouse, 15401 Forest View Road. Roll call of directors in attendance were: President Harley, Secretary Drolet, Director McCormick, and Treasurer Murray. Vce-President Poling attended by phone from 1726 Stanley Dollar Dr., #2B, Walnut Creek, CA 94595. Also present were Charles Acker, District Operations Manager, Dewey Rogers, Water Technician, Secretary/Clerk, Connie Sackman, and District’s Legal Counsel, Matthew Emrick.
2. **APPROVAL OF MINUTES:** Motion was made by Director Poling to approve the Meeting Minutes for July 11, 2015, Director Murray seconded the motion. Roll call vote: Director Harley, aye; Secretary Drolet, aye; Director McCormick, aye; Director Murray, aye; and Director Poling, aye. Motion carried.
3. **COMMUNICATIONS AND CORRESPONDENCE:** Director Harley states: Two communications/ correspondence were received. As this pertains to maintenance and budget, this will be discussed by Operations Manager and Treasurer during the meeting.
4. **PUBLIC INPUT:** No public input at this time.
5. **REPORTS:** President Harley asked the Board if they would allow modification of the agenda. President Harley asks approval to discuss, before 5. REPORTS, in the following order: 7A. New Business, regarding Pomo Lake restoration; 6A. Old Business, regarding detachment of DeRuiter property from the District; and 7B. New Business, regarding the LAFCO sphere of influence. Treasure Murray makes the motion to make those changes to the agenda. Director McCormick seconded the motion. Roll call to vote: Secretary Drolet, aye; President Harley, aye; Director McCormick, aye; Treasure Murray, aye, Director Poling, aye. Motion carried.
 - A. **TREASURER’S REPORT:** Treasurer Murray reports the following: The normal cash statement: The cash statement has stayed fairly constant. Operations Reserve was restored in the budget this year, which is finishing up this fiscal year. For the Employee System Wide and Alternate Development Fund: Communication regarding the expenditure for purchase of fixed asset using system wide fund: the Greater Than 40 will continue to be collected, which is 10% of the fixed asset purchase cost. The system wide will continue to be allocated until the projects are completed, which the fixed asset was purchased for those projects’ completion. Budget vs. Actual: No major capital expenditures this year, and expected to come in under budget. September ends the fiscal year. General Counsel budget and Legal Counsel budget: Adequate amount in those budgets. Checks issued: Explanation of checks issued. President Harley made the motion to accept the Treasurers Report for checks issued. Motion seconded by Secretary Drolet. Roll call to vote: Secretary Drolet, aye; Director McCormick, aye; President Harley, aye; Treasurer Murray, aye, and Director Poling, absent. Motion carried.
 - B. **WATER/STORAGE FACILITIES/CONVEYANCE LOSS:** District Operations Manager, Charles Acker gave the following report: Accomplished a successful repair with the newly purchased vacuum extractor. Flow availability testing at both of the wells and at Irish Gulch has been accomplished, using the lower diversion. The upper diversion dropped from 21 gallons to 12-15 gallons, and increased after some rainfall. Some repairs were made to the lower diversion. Bacteria testing came within the normal range, similar to the last time it was tested. Accomplished some calculations on Pomo Lake with Patrick Robards to check the upper and lower flow. The new fencing is almost completed with new combination locks installed.

The communication received regarding the purchase of the vacuum extractor using the system wide budget was discussed. It was discussed that the purchase was taken from the system wide budget because District is using system wide budget to repair pipes, which the vacuum extractor was purchased to facilitate those types of repairs. Also in response to the communication, photos and description of the vacuum extractor were included in the July meeting packet.

The road to the Irish Gulch collection line: Some repairs could be accomplished with an asphalt coating, repaving would be a major financial commitment. Some rock has been added to replace what was washed away during a rainy season.

C. **SAFETY COMMITTEE:** Charles Acker, District Operations Manager, reported the following: Heat and basic overall safety issues, pathogens, etc. are attached in the meeting packet.

D. **LEGAL COUNSEL:** Nothing to report.

E. **DIRECTORS:** Nothing to mention.

6. **OLD BUSINESS:**

A. **DISCUSSION AND/OR ACTION AND PUBLIC INPUT: PROPOSED LAFCO DETACHMENT OF DERUITER PROPERTY FROM THE DISTRICT; UPDATES ON IMPACTS TO THE DISTRICT; PROPOSED DEED RESTRICTION LANGUAGE RELATING TO WATER USE ON DERUITER PROPERTY: (EMRICK/HARLEY).** Attorney Emrick opened the discussion by referring to what is included in the packet of information: A draft resolution in response to the hydrological review done by IBWD, Resolution 2013-1, proposed language by Mr. DeRuiter and his attorney regarding the hydrological review, and background information. Attorney Emrick stated that due to the hydrological review, it was determined that lifting the restriction of pumping 300 gallons per day would not harm any of the District's water resources. At the July IBWD Board Meeting it was voted to remove the 300 gallons pumping per day restriction. Removed from the proposed resolution was language that would indicate that Mr. DeRuiter would not be entitled to water from the District. Also removed from the resolution was the restriction of use for only domestic and agricultural use, but does restrict the property from being subdivided. Attorney Emrick stated that Mr. DeRuiter and his attorney were present at the Board meeting to discuss the proposed resolution. It was determined to add language to the proposed resolution to state that the District's operations manager would be interfacing with the District's Board to determine if the hydrological study would be reasonable to pursue or not for deciding on an additional well's impact on water usage. Attorney Emrick suggested that if the existing well fails, and we can define failure as below two gallons pumping per minute, this definition would allow for a replacement well. If the new well went beyond 40 gallons pumping per minute, The District would want a hydrological study done to determine the impact of pumping that amount of water. The reasonableness for the hydrological report would be a backup well and the hydrological report would be reviewed by the Board and District's operations manager, to determine that the backup well did not have unreasonable output. If it is determined that there is not unreasonable output, permission for a second well would not be withheld. Attorney Emrick will make the modifications as discussed for the second resolution. President Harley stated that the new resolution will be Resolution 2015-4. Director McCormick made the motion that the Board adopt Resolution 2015-4, as written. President Harley seconded the motion. Roll call: President Harley, aye; Secretary Drolet, aye; Director McCormick, aye; Treasure Murray, aye, Director Poling, absent. Motion carried.

B. **DISCUSSION AND/OR ACTION: IRISH BEACH WATER DISTRICT SPHERE OF INFLUENCE UPDATE. (WILLIAMSON, LAFCO).** George Williamson, LAFCo Representative, stated that this is an opportunity for the Commission and the District to communicate on where the District might be growing in the future. The District's sphere is the same as the District's boundary with

one parcel exception, which is the parcel at the very north end. LAFCo recommended that no action be taken until the property owner goes through the amendment process with the county commission. The sphere of influence can be a simple process determination: If the District likes the sphere the way it is, this will be conveyed at the next LAFCo meeting. If the District decides to change their boundaries of service, George Williamson stated he would be happy to assist in that process with the District. If the District is incurring costs to maintain fire service for emergency response, then this could be deducted from some of the retention in proportion to what is currently designated. George Williamson will research and report back to the District.

C. DISCUSSION AND/OR ACTION: WATER BUDGET FOR THE IRISH BEACH WATER DISTRICT – FISCAL YEAR 2015-2016 – PROPOSED BUDGET: (MURRAY). Treasurer Murray reports the following: This is the full budget with no changes except spelling corrections. This budget calls for no increase in Stand-by or Availability, but it does call for a \$0.02 increase per 100 gallons in water usage charges, which coincides with the increase in the cost of doing business, and water conservation. The Operating Income is decreased by \$506, due to salaries for water treatment being down. Cost of living salary increase for operations management is reflected also. The largest salary decrease is reflected in the Administration and General budget due to reduction in clerk/secretary costs. This decrease has enabled the 40-Year Reserve to begin to be restored. To comply with the new state sick leave policy, an annual 3-day sick leave policy for employees has been established. Treasurer Murray asks for a motion to adopt the proposed budget as a final budget for the year 2015-16, which includes the \$0.02 increase in water usage charges, restoring the 40-Year Reserve amount of \$12,000, and including a line item in the budget for the picnic tables and benches. President Harley made the motion to approve the 2015-16 Budget. Motion seconded by Director McCormick. Roll call: President Harley, aye; Secretary Drolet, aye; Director McCormick, aye; Treasurer Murray, aye; Director Poling, absent. Motion carried.

D. DISCUSSION AND/OR ACTION: CROSS CONNECTION PROGRAM REVIEW: (ACKER/HARLEY). Operations Manager Acker comments that Rio Russell, District licensed technician employee and an independent contractor in cross connection wrote a draft policy for the District to consider for approval of a resolution for cross connection to comply with the State's regulations requirements. The proposal package will be an attachment to the next meeting's packet.

7. NEW BUSINESS: (During 7A discussion, Director Poling asked to be absent for the remainder of the meeting due to poor quality of telephone reception.)

A. DISCUSSION AND/OR ACTION: IBIC PRESENTATION REGARDING POMO LAKE RESTORATION PROJECT AND IMPACTS ON IBWD'S LICENSE #10564: (ROBARDS/WOLFE). Dean Wolfe begins the discussion by introducing two areas of concern:

1. Replacing picnic tables and benches in the Pomo Lake area: IBIC Director Wolfe, stated he has been in touch with Parlin Fork Conservation Camp to discuss the purchase of redwood picnic tables and benches from them for the Pomo Lake and surrounding areas. It was discussed that the cost of purchasing those items from Parlin Fork Conservation Camp would cost less than purchasing the redwood materials from a retail store. Secretary Drolet asked if IBIC is budgeted for the picnic tables and benches. Dean Wolfe stated that IBIC approved the budget for the picnic tables and benches at the July IBIC Board Meeting. Treasurer Murray stated that a line item for the picnic tables and benches can be added to the 2015-16 District's budget upon the budget's approval during today's meeting. Treasurer Murray made a motion to approve working with IBIC to purchase picnic tables and benches from Parlin Fork Conservation Camp for the budgeted amount of \$1,550. Motion seconded by President Harley. Roll call:

Secretary Drolet, no; President Harley, aye; Director McCormick, aye; Treasurer Murray, aye; Director Poling, absent. Motion carried 3-1.

2. **Discussion regarding what IBIC is doing at Pomo Lake:** IBIC Director Wolfe presented the following in a 10-Step Scope of Work Program: One of the main tasks will be to drain Pomo Lake to determine if there is a proper in-take structure, and determine what is needed to hook up a hose and pump for extracting water from the lake, and making it a more useful water resource for the District. Pat Robards, of the Pomo Lake Committee, discussed having done a walk through with the Fish & Game Commission to discuss a step-by-step process to correct the conditions of the lake, and also spoke to an individual who is actively correcting pond conditions out of Fort Bragg. The IBWD Board agreed to work with IBIC's Pomo Lake Committee in support of its restoration efforts. It was also agreed that President Harley would be on the Pomo Lake Committee as the District's contact person for progress updates. President Harley stated that this item will be included on the next IBWD's Board meeting for further discussion, review, and update.

Director Harley closed the public session at 12:45 PM for the Executive (Closed) Session.

8. **EXECUTIVE (CLOSED) SESSION.** No reportable items.

RETURN TO OPEN SESSION AND REPORT.

President Harley reconvened the General Session of the IBWD and stated that there were no reportable actions to report regarding existing litigation.

ADJOURNMENT: Secretary Drolet moved to adjourn the meeting. President Harley seconded. Roll call to vote: Director McCormick, aye; Treasurer Murray, aye; Secretary Drolet aye; President Harley, aye, and Director Poling, absent. Motion carried. Meeting adjourned at 12:55 P.M.

Respectfully submitted,

Don Harley, President
Prepared by Connie Sackman

Attest:

Leon Drolet, Secretary of the Board
