

MINUTES OF THE REGULAR MEETING OF THE
BOARD OF DIRECTORS
OF THE IRISH BEACH WATER DISTRICT
NOVEMBER 12, 1988

1. CALL TO ORDER: President Balzer called the meeting to order at 10:03 A.M. at the home of Charles and Betty Woodward, 43801 Sea Cypress Drive, Irish Beach, Manchester, CA.

2. ROLL CALL: Four Board Members were present: Directors Balzer, Edelbrock, Woodward and Scaramella. Director Dunning was absent. Also present were: Nancy Menken, Bettye Winters, Kathy Edelbrock, Marge Lubeck, Griffith Seiber, Bob Smith, Dorothy Engle, Dan Counihan, John Acquistapace, Betty Woodward, Margaret St. Clair, Mildred and Charles Linville.

3. APPROVAL OF MINUTES OF SEPTEMBER 10, 1988 AND SPECIAL MEETING OF OCTOBER 13, 1988:

September 10 Minutes: Page 5, Item 13, Director Balzer directed attention to the last statement, "MCP attorney, Mr. Carter, replied that MCP was not responsible", was in reference to 1977 board action and not in reference to then President Blair's request for payment in 1987. Director Woodward stated that on page 2, next to the last paragraph, the \$4500 figure should read \$3500. It was then MOVED by Director Scaramella and SECONDED by Director Edelbrock that the minutes of September 10, 1988 be approved as corrected. The motion was CARRIED by a unanimous vote.

October 13 Minutes: Page 3, Budget Item, Directors Scaramella, Woodward, and Edelbrock corrected the minutes to delete the phrase "cost of living"; so corrected, Director Woodward MOVED and Director Edelbrock SECONDED that the minutes of October 13 be approved as corrected. With no further discussion, the motion was CARRIED by a unanimous vote.

4. APPROVAL OF EXPENDITURES FOR SEPTEMBER & OCTOBER 1988: Director Scaramella requested that an Income Statement be included with the Cash Expenditures for a comparison basis for future meetings and that the Secretary and Bookkeeper be so directed. The Cash Expenditure report having been presented and discussed, no objections were noted.

5. REPORTS:

a. TREASURER: Director Woodward reviewed the simplified budget comparison for 1987-88 and 1988-89 fiscal years. Director Woodward then read his proposal relative to the proposed fire station (see attached item 6a).

b. SECRETARY: Director Edelbrock had submitted his resignation as Secretary of the Board on November 5, 1988 for personal reasons. For information purposes, he referenced the

Special Districts Insurance Association letter, and suggested looking at increased insurance for "errors & omissions" in particular. Director Balzer stated that there is an extensive questionnaire from SDIA to be filled out before quotes would be forthcoming and that Elaine will complete it from office files and a report will be forthcoming for the next meeting.

*Comments X
Secretary
Not.*
Director Edelbrock reviewed the steps necessary to become a ~~Special District~~, the costs involved, and suggested that we should move slowly on this matter. Director Balzer said that took care of item 7g and the item could be deleted from further discussion.

c. PRESIDENT: Director Balzer stated that Rex Dunning is now officially a board member. Director Balzer appointed Gene Scaramella as Vice President in his absence and appointed Chuck Woodward as Acting Secretary to take care of pending business. Director Scaramella asked if a resignation must be formally recognized by the board. It was concurred that it will be formally noticed on the agenda and dispensed with at the next regular meeting at which time a secretary will be elected.

Director Balzer stated the new office phone number is 882-2892 and that office hours, until further notice, are 9:30 - 11:30 A.M. on Tuesdays and Thursdays, and that there is an answering machine in the office. Marge Lubeck will publish the number in the IBIC Newsletter. Director Balzer introduced Elaine Beldin as the new secretary and stated that her partner, Bill Reed, was the new bookkeeper. Director Edelbrock reiterated the Board's commitment to Elaine as to flexibility of hours.

Director Balzer read the letter from Bea Breese which accompanied her gift of money to pay for a new fire hydrant and the Board's letter thanking Bea for all she has done for the district.

Director Balzer said LAFCO will be meeting in January and the map of the Carter Arnold property included the inn site in the district. He has been in contact with Dan Garvin and it is being straightened out. Also we have completed an application for Pomo Creek and that is moving ahead. Mr. Armstrong from State Water Resources Board reviewed Irish Creek water diversion sites, tank and treatment plant with Directors Balzer and Scaramella and he will try to have the renewal applications for the various water sources all become due at the same time to alleviate bookkeeping. Yearly renewals are necessary until such time as full build out and then application can be made for a license and the water is ours.

Director Balzer read a letter of appreciation to the Board from Adelaine de Lorenzo in response to the last newsletter.

In reference to the Unit 4 pressure equalization, Director Balzer checked with attorney Maggie O'Rourke who stated that statute of limitations had run out, thus the Board would have to incur the costs of going to court with no certainty of prevailing.

Director Woodward had questions which he will check out with Maggie O'Rourke with the board's approval.

Director Balzer introduced Dan Counihan of Counihan Consulting Engineers who has been working on the plans for Unit #9, the Mallo Pass Project and the Water Treatment Plant. Mr. Counihan received copies of the Unit #9 plans a few weeks ago and noticed that there were differences between those plans and the ones that had been prepared in June. These differences were due to an apparent substitution of a different set of plans. He has discussed these differences with Mr. Howard Bashford and is negotiating these differences with Bill Moores. However, he is insisting on protecting the interests of the District.

A discussion on the radius of fire plugs and storage of fire hoses was pursued. Director Scaramella suggested storing the fire hoses at hose stations. Marge Lubeck spoke to the care and maintenance of fire hoses by the fire department and stated that if hoses were not kept at stations, the efficiency of the fire department would be negated. She suggested a sign or break-lock for safety of fire hoses but expressed importance of fire hoses being in place as originally planned. Mr. Counihan checked the plans and noted that the hose sheds were insulated. Marge Lubeck said that Jim Lampman will review our situation next week, and that our district would be at liability if we did not provide these facilities. Marge Lubeck stressed that these specifications came out of the County Planning Commission's meeting re the difficulty of getting the truck to the top of the hill. Director Scaramella also stressed that the hoses should be in place and if they did need replacement, that would have to be done as in any piece of equipment. As this item was not noted on the agenda, the discussion was curtailed.

Director Balzer said the county has taken over the surety which will serve as a substitute for the performance bond. Director Scaramella stated that the developer wanted to put up money in place of a performance bond and was glad that the county stepped in and took over this problem.

Director Balzer stated that Mr. Martin has been asked to sign several agreements with the developer. The Board has not seen copies of these nor have they been recorded. Also, the developer is in arrears \$10,130.00 which was due in August. Some of this money has already been paid out (Mr. Counihan's work on Unit 9 plans). Also the down payment of the Mallo Pass project of \$27,870.00 due on September 16 has not been received.

d. FIRE HOUSE: Fire Chief Bob Smith displayed the old set of plans for a proposed fire station at the water tank. He spoke previously with Gordon Moores about the promised land for the fire station, and Mr. Moores said he would want approval over the building plans as he wanted a building that made a "statement". Thus, it was the feeling of some of the board members that the old plan should be resurrected with a few modifications. Mr. Smith thought the changes could be made with little expense by

Mr. Perkins in Gualala, the original architect. He recommended the board consider adopting the revised plans.

President Balzer reminded those present that this was just a preliminary report.

President Balzer introduced Gene Scaramella, thanking him for all his support and assistance in the past weeks.

e. DIRECTOR SCARAMELLA'S REPORT:

1. Training: The State Health Department examination for Water Treatment Operators License will be given in March. Those taking the course are Earl Lange, Gene Scaramella and Rick Williams. The course should be completed by the first of December and the Certificates of Completion should arrive in January. They will try to qualify for the March test. If qualified, a fee of \$38.00 per examinee will be required by December 1, 1988.

2. Insurance & Safety: Unit 8 well was boarded up but PG&E could not get in, so it will require a lock which is being acquired. A copy of the Safety Resolution will be retyped and put on the agenda for the next meeting. Also a Safety Program is required and is being developed.

3. Visit from State Health Department: Mark Bartson, State Dept. of Health (Santa Rosa), had comments on the Mallo Pass Project and construction of filter. He said a turbidity analyzer should be provided as well as a continuous chlorine analyzer which will have to be included in Mr. Moore's costs. On Unit 9 distribution system he had concerns about the bedding of the pipe and he sent a draft copy of an engineering report explaining his concerns re our system. He will review and consider all the supplemental information given him and draw up another preliminary draft.

RECESS: The meeting was recessed at 11:25 A.M. and resumed at 11:40 A.M.

6. OLD BUSINESS

a. Approval of 1988-89 Budget: Director Edelbrock clarified that the 1988-89 Budget did not include adoption of the Treasurer's Report and suggested that the \$104,000 be put in the Undistributed Reserves Account. Director Edelbrock MOVED and Director Scaramella SECONDED that the 1988-89 Budget be approved and the motion was CARRIED unanimously.

b. Director Edelbrock MOVED that a letter be sent to the District's attorney (Phillip Berry) directing him to appeal Case No. 54638, Moores vs. Edelbrock (Irish Beach Water District) and that he be authorized to use whatever expert witnesses necessary. (President Balzer prepared a letter which will be sent.) Director Scaramella SECONDED the motion to proceed in the matter.

The motion was CARRIED unanimously.

c. Consideration of report by Fire House Committee and possible decision on site location. The committee consists of Rex Dunning, Chairman; Ralph Lubeck, and Fire Chief Bob Smith. No action was taken at this meeting, and it will be put on the agenda for the next meeting.

d. Planning of questionnaire to property owners concerning financing of firehouse and/or possible paydown of loan, etc: President Balzer appointed a committee of Dorothy Engle and Ralph Lubeck to write up a questionnaire for presentation to the board at the next meeting. A preliminary draft will be presented to the board two weeks prior to the next meeting.

e. Decision on additional action against non-cooperative septic tank owners. President Balzer submitted letters he had drafted to those involved for board approval. The Board concurred that these letters should be sent as soon as possible. Director Scaramella MOVED and Director Edelbrock SECONDED that action proceed against non-cooperative septic tank owners and the motion was CARRIED unanimously.

f. Decision on future use of #8 well: It was agreed that this matter would be considered at another time.

g. Decision on insurance coverage for cover of #8 tank. Director Scaramella explained the past history of the #8 tank cover, which is made of wood. It was estimated that costs would be approximately \$3500 for a replacement cover. The brush has been cleared around the cover. Director Scaramella MOVED and Director Woodward SECONDED that action be deferred on insurance coverage. So moved, the motion was unanimously CARRIED. Director Scaramella raised the issue of coverage on the water treatment plant, i.e., is \$75,000 enough coverage. The issue of all insurance coverages will be put on the next agenda.

h. Action on Safety Program Resolution: Director Balzer read the Safety Action Resolution. Director Woodward MOVED and Director Scaramella SECONDED that the resolution be adopted. So moved, the motion was CARRIED unanimously.

7. NEW BUSINESS

a. Porta-Potty for office site: Director Woodward MOVED and Director Edelbrock SECONDED that a porta-potty be bought for \$400.00. The motion was CARRIED unanimously.

b. Action on letter from Association of California Water Agencies. Do we join? Do we contribute money? Director Edelbrock MOVED and Director Woodward SECONDED that we do not participate in the ACWA and it was CARRIED unanimously.

c. Action on memo from Mary Spangler concerning Joint Powers Agreement dealing with augmenting funds for fire

protection. Do we authorize Fire Chief Smith to attend meeting in Hopland on November 19, 1988. Director Scaramella MOVED and Director Woodward SECONDED that Chief Smith or a designated person be authorized to attend this meeting on behalf of IBWD. So moved, the motion was CARRIED unanimously.

d. Action of Resolution prepared by Emergency Services Coordinator of Mendocino Co. on use of augmentation funds for emergency services. Director Edelbrock expressed reservations as did Director Woodward. This item was deferred until the next meeting.

e. Consideration of an ordinance governing the drilling of wells within the boundaries of the district. Director Woodward MOVED and Director Edelbrock SECONDED a motion to draw up an ordinance prohibiting the drilling of wells within those lands located within the boundaries of IBWD. So moved, the motion was carried unanimously. Director Balzer will contact Maggie O'Rourke about drafting of the resolution.

f. Planning for Special District Agency Education Day in February. Director Woodward MOVED and Director Scaramella SECONDED the motion that two persons designated by the President be authorized to attend. So moved, the motion was CARRIED.

g. Consideration of possibility of changing the Water District into a Community Services District. This item had been reported on under the secretary's report.

8. OTHER:

a. Moving the District Office. This item was deferred until the next meeting.

b. Water & Sewer Purveyor Association. December 1 meeting in Ft. Bragg. This item was dispensed with.

c. Director Woodward thanked Bettye Winters for keeping the defense money intact.

9. ADJOURNMENT: Director Edelbrock MOVED and Director Woodward SECONDED that the meeting be adjourned. So moved the motion was unanimously CARRIED. The meeting adjourned at 12:30 P.M.

Respectfully Submitted,



Reuben Balzer, President

Prepared by Elaine Beldin

As Corrected
As Approved