

IRISH BEACH WATER DISTRICT BOARD OF DIRECTORS
REGULAR MEETING MINUTES
March 11, 2017

1. **CALL TO ORDER AND ROLL CALL:** President Harley called the Regular Meeting to order at 10:00 A.M. on Saturday, March 11, 2017, in the Rex Dunning Firehouse, 15401 Forest View Road. Roll call of directors in attendance were: President Harley, Director Drolet, Director Murray, and Director McCormick. Also present were Charles Acker, District General Manager and Dewey Rogers, Treatment Plant Operator. District's Legal Counsel, Matthew Emrick attended by phone. Absent from the meeting: Director Poling.
2. **APPROVAL OF MINUTES:** Director Drolet noted that Paul DeVaul should be added to those in attendance on the Alta Mesa Road inspection/tour in the meeting minutes. It was discussed that employees should have their last names and titles changed in the meeting minutes to show as: Treatment Plant Operator Rogers, and Maintenance Employee DeVaul. Director Drolet made a motion to approve the meeting minutes of January 14, 2017, with the noted changes. Director McCormick seconded the motion. Roll call vote: President Harley, aye; Director Drolet, aye; Director McCormick, aye; Director Murray, aye. Motion carried.
3. **COMMUNICATIONS AND CORRESPONDENCE:** A communication was received from William Moores asking for additional documents regarding the invoices for the Unit 7 Project. The additional documents were processed and delivered to William Moores by Director Murray.
4. **PUBLIC INPUT:** None.
5. **REPORTS:**
 - A. **TREASURER'S REPORT:** Treasurer Murray presented her Cash Statement and Checks Issued Reports as follows:

Balances: \$64,657
Operations Reserve: \$16,884
< 40 Year Reserve: \$12,212

For the Cash Statement Report: the O'Rorey's Loop, Unit 7 Project, was corrected to show the total expense of \$124,316, as a result of corrected coding of an invoice to Robertson Enterprises. The report shows the remainder of additional assessments to be received that do not show in the cash assets, which will be the remainder of the Proposition 218 Assessment. The Checks Issued Report shows the first group of checks paid through Redwood Credit Union's bill pay system, the second group of checks are two payroll cycles (showing payment of remaining vacation that was not used), and the third group of normal recurring checks issued with the following noted: one check, issued to Redwood Coast Fire Protection, was redeposited by the Redwood Credit Union back into Irish Beach Water District's checking account instead of withdrawing for the payment. This will be corrected by issuing another check to Redwood Coast Fire Protection. The last payment on the loan with West America Bank was made. A check was issued to Jay-Allen Eisen Law Corporation, appellate attorney, which Irish Beach Water District's insurance company has put a hold on reimbursing to Irish Beach Water District until after the final legal appeal has been determined. The AT&T payment for repair of an AT&T line, accidentally cut during the Unit 7 Project, will be further researched to determine if Irish Beach Water District's insurance will reimburse Irish Beach Water District. Treasurer Murray called for a motion to accept the Treasurer's report and approve the list of checks issued. Director McCormick moved to accept the Treasurer's Report and approve the Checks Issued Report. Motion seconded by President Harley. Roll call: Director Drolet, aye; President Harley, aye; Director McCormick, aye, Director Murray, aye. Motion carried.

B. WATER/STORAGE FACILITIES/CONVEYANCE LOSS: General Manager Acker reported the following for January February and March 2017: With the completion of the Unit 7 Project, additional leaks at Gazebo Park, Dewey Rogers' property, and Walt Rush's property were detected and repaired. These leakage repairs constitute the repair of all major leaks and will make future leaks easier to detect. No damage occurred to the newly installed pipes from downed trees caused by recent severe weather. Water tanks were checked, and maintenance and repairs to Tank 0 and Tank 3 were performed. Treatment Plant Operator Rogers kept the water storage facilities operational during recent severe storms. Water samples were taken and submitted. Upper diversion pipes were purged. Monthly reports were submitted.

C. SAFETY COMMITTEE: District General Manager Acker reported the following safety meetings conducted in February and March 2017:

"Slips, Trips and Falls" was conducted with the following employees in attendance: District General Manager Acker, Treatment Plant Operator Rogers, and Maintenance Employee DeVaul.

"Diversity and Hazardous Conditions" was conducted with the following employees in attendance: District General Manager Acker, Treatment Plant Operator Rogers, and Maintenance Employee DeVaul. Director Murray was also in attendance.

D. LEGAL COUNSEL: Attorney Matthew Emrick updated the Board on the status of the judgement.

E. DIRECTORS: President Harley confirmed the next Water District Board Meeting is scheduled for May 13, 2017.

6. OLD BUSINESS:

A. DISCUSSION AND OR ACTION: STATE RESPONSIBILITY AREA FIRE PREVENTION FUND (SRAFPF) AND TREE MORTALITY (TM) GRANT PROGRAM. (DROLET). Director Drolet will continue to pursue a grant application with Cal Fire after the grants are announced, typically announced in the month of May. A plan of what needs to be accomplished has been researched in applying for the fire prevention and tree mortality grant.

B. DISCUSSION AND OR ACTION: ELECTION OF IBWD BOARD OFFICERS. (HARLEY). A letter was enclosed with the previous water billing statements, and potential candidates have been contacted. Currently, no results have been obtained from these actions. President Harley drafted a second letter, which will be submitted to potential candidates after the Board's review. Director McCormick will follow-up with a potential candidate.

7. NEW BUSINESS: None.

ADJOURNMENT: President Harley moved to adjourn the public session of the meeting. Director Drolet seconded.

Roll call to vote: Director McCormick, aye; President Harley, aye; Director Drolet, aye; Director Murray, aye.

Motion carried. Meeting adjourned at 11:24 A.M. The next Board Meeting will be scheduled for Saturday, May 13, 2017.

CONVENED EXECUTIVE SESSION:

8. EXECUTIVE (CLOSED) SESSION: No reportable action was taken.

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).

Respectfully submitted,

Attest:

Don Harley, President

Jan McCormick, Secretary of the Board

Prepared by Connie Sackman, Clerk/Secretary