

**IRISH BEACH WATER DISTRICT BOARD OF DIRECTORS
REGULAR MEETING MINUTES
15401 FOREST VIEW ROAD, POBOX 67, MANCHESTER, CA 95459
January 15, 2022
All Zoom Meeting**

1. CALL TO ORDER AND ROLL CALL: President Terry called the Regular Meeting to order at 10:02 A.M. on Saturday, January 15, 2022, using Zoom, a web-based video and audio conferencing tool, to meet online. Roll call of directors in attendance was: President Terry, Director Israel, and Director Dyson. New Directors Hackett and Regan were also in attendance. Employees in attendance were: Treasurer Murray, General Manager Acker, and Plant Operator Dial. Legal Counsel, Matthew Emrick, was in attendance.

2. SWEARING IN OF NEW BOARD MEMBERS: (Terry)

President Terry administered the Oath of Office to new board members Heather Hackett and Sandra Regan. Both had been appointed at the regular meeting on November 13, 2021. With their affirmation to the Oath of Office, they now are full voting members of the board.

3. ELECTION OF SLATE OF OFFICERS FOR CALENDAR YEAR 2022: (Terry)

With a full board in place, President Terry opened nominations for the slate of officers for 2022. Director Hackett nominated Director Terry for the office of President. No other nominations were made and President Terry called for a roll call vote for re-election as President: Dyson, aye; Israel, aye; Regan, aye, Hackett, aye. With a unanimous vote, President Terry accepted re-election as President.

President Terry then opened nominations for Vice-President and nominated Director Israel. There being no other nominations President Terry called for vote of Directors by signifying "aye". All directors voted "aye". Director Israel accepted re-election as Vice-President.

President Terry then opened nominations for Secretary and nominated Director Hackett. President Terry called for all directors in favor of nomination to signify by saying aye. All directors voted "aye". Director Hackett accepted election as Secretary.

4. APPROVAL OF MINUTES: None presented.

5. COMMUNICATIONS AND CORRESPONDENCE: None

6. PUBLIC INPUT: None.

7. REPORTS:

A. TREASURER'S REPORT:

Treasurer Murray submitted the Treasurer's Report, which showed a balance of \$33,113 in the operating cash account. She also reported that accounts receivable of \$61,274 included the recent billing for November and December 2021. Also noted was the recent payment made last fiscal year of \$45,000 reducing the loan due from Operating Cash now with a balance of \$76,000.

January 2022:

Cash in Bank: \$33,113

Accounts Receivable: \$61,274

County Tax Rolls: \$5,006

Accounts Payable: \$40,432 which includes emergency response revenue payable to Redwood Coast Fire

Greater than 40-year Equipment Replacement Reserve \$81,825

Loan Receivable: \$76,000 after \$45,000 plus interest payment made last fiscal year

Mallo Pass Reserve also known as AWDF: \$431,465

Total: \$589,290

Treasurer Murray said she would not call for approval of Treasurer's Report as the list of checks issued had been emailed late to directors for review. Directors were requested to email back their response.

B. WATER/STORAGE FACILITIES/CONVEYANCE LOSS: General Manager Acker discussed with the Board the following:

1. The electronic meter reading software reports leaks on daily basis. With operator R. J.'s diligence in addressing reported leaks timely, water loss is minimized. Aside for a peak during holidays, water usage has been low. Computer tech, Rio Russell, updated the computer system that monitors this electronic meter software.
2. Operator R. J. Dial developed another method to inject chlorine into treatment process that eliminates salt build-up.
3. District lot boundaries were marked for drive-way to north to prevent issues involving neighboring lot.
4. During the period of excessive rain, water from Irish Gulch could not be processed due to turbidity. However, well #5 serviced the needed usage of water during that period.
5. Water samples can no longer be driven to lab in Ft Bragg. This requires samples be collected and taken to Point Arena to meet the bus to be delivered to Brelje and Race lab in Santa Rosa by 8:00am. which is an inconvenient change.
6. Water seepage at Sea Cypress and Hwy 1 is natural seepage or drainage.
7. General Manager Acker upon request from President Terry reviewed his staff: Plant manager RJ Dial; Operator Paul DeVaul; Technician Eric Malm; Cross connections and computer tech Rio Russell; Business Manager Judy Murray; Secretary/Billing Connie Sackman; Account Payable Krista Dial; and web site tech Annette who works remotely from Washington.

- C. SAFETY COMMITTEE:** General Manager Acker reported that SDRMA has new safety meeting program with on-line group meetings. Therefore, meetings will resume. Noted was the importance of the staff not only meeting for the safety presentations, but also for the chance to meet in person for a group staff review.
- D. LEGAL COUNSEL:** Legal Counsel Emrick reported that the full appeal brief issued by the Court of Appeals on November 17 in their recent decision as well as a short summary could be found on the IBWD website.
- E. DIRECTORS: None**

8. OLD BUSINESS:

A. DISCUSSION AND OR ACTION: CONNECTION FEE INCREASE PROCESS (MURRAY)

Connection fee increase process was reviewed again. Director Dyson stated he did not think fees should be increased above cost to provide and install meter; however, cost estimates should be updated yearly. Director Hackett appreciated the notes in the packet reviewing fee history. Director Hackett was also in agreement with the need for a capital equipment contribution built into the fee. Staff reviewed the current cost of providing and installing a new meter to be \$570. President Terry directed Treasurer Murray to submit an amended resolution to board at the March meeting with updated costs, provisions for yearly review, and a capital contribution component. Treasurer Murray asked Directors to submit their suggestions for connection fee calculation.

B. DISCUSSION AND OR ACTION: GRANT APPLICATION UPDATE (DIAL/HACKETT)

Grant writers Heather and RJ assured board that the approval process takes time and that there was no cause to worry regarding no response from the State Water Resources Control Board regarding our requests. Out of \$892 million about 50% has been released. From total of 117 applicants 67 have yet to be notified including IBWD. Heather reported that other infrastructure funds would be released through state revolving funds such as these Water Resources Grants.

9. NEW BUSINESS: None

ADJOURNMENT: Director Hackett moved to adjourn the Public Session of the Board Meeting at 11:12 AM and Director Regan seconded the motion. Motion carried. The next Board Meeting will be scheduled for Saturday, March 12, 2022.

10. EXECUTIVE (CLOSED) SESSION: The Executive Closed Session Zoom Meeting was conducted after the close of the Regular Zoom Meeting.

Respectfully submitted:

Attest:

Kenneth Terry, President

Heather Hackett, Secretary of the Board

Date: _____

Date: _____

Prepared by: Clerk/Accountant Judy Murray