

IRISH BEACH WATER DISTRICT BOARD OF DIRECTORS  
SPECIAL MEETING MINUTES  
May 19, 2018

1. **CALL TO ORDER AND ROLL CALL:** President Drolet called the Special Meeting to order at 10:02A.M.on Saturday, May 19, 2018, in the Rex Dunning Firehouse, 15401 Forest View Road. Roll call of directors in attendance were: President Drolet, Director McCormick, Director Reidenbach, and Director Ellison. Employees in attendance were: District General Manager Acker, Accountant/Clerk Murray, Clerk/Secretary Sackman, and District's Legal Counsel Emrick attended by telephone from his office at 6520 Lonetree Blvd., #1009, Rocklin, CA.
2. **APPROVAL OF MINUTES:** Director McCormick made a motion to approve the meeting minutes as submitted. The motion was seconded by Director Ellison. Roll call to vote: President Drolet, aye; Director McCormick, aye; Director Reidenbach, aye; and Director Ellison, aye. Motion carried.
3. **COMMUNICATIONS AND CORRESPONDENCE:** In response to W. Moores letter dated November 11, 2017, General Manager Acker, Counsel Emrick, and the Irish Beach Water District Board discussed the letter as follows: General Manager Acker stated that the maintenance of the lock for the gate is in question due to the lock disappearing from the gate, as well as use of the road for emergency fire purposes. The lock for the gate is presently in place. The gate is currently functional, but difficult to open and close. Repair of the gate is considered a one-time only Irish Beach Water District maintenance project with a completion date to be determined. Counsel Emrick and the Board discussed the following: the Alta Mesa Road Maintenance Agreement is considered null and void due to the need for a new agreement to be drawn up, to include all those responsible for the road maintenance.

The Irish Beach Water District Board, General Manager Acker, and Counsel Emrick discussed correspondence from Bill Moores, dated April 23, 2018, regarding Unit #9 road - Alta Mesa Road Unraveling: It was decided that General Manager Acker will schedule a professional contractor to submit an assessment report for repaving of the road and weight bearing concerns. The Board will reply to Bill Moores after receiving the report and deciding on a procedure for repair of the road if possible. Road repair may relate to the underlying road base, which is Mr. Moores' responsibility.

4. **PUBLIC INPUT:** None.
5. **REPORTS:**
  - A. **TREASURER'S REPORT:**

Cash Balance: \$27,977

Operations Reserve: \$0.00

\*Emergency Response Augmentation: \$34,622 (payment in 2017-2018)

<40 Year Reserve: \$0.00

System Wide Capital Improvement: \$0.00

>40 Year Equipment Reserve: \$193,827

Alternate Water Development Fund: \$412,284

Accountant/Clerk Murray reported the following:

All operating expenditures were normal for March to May 2018, and shows a recap of our balances. A note at the bottom of the Cash Statement states: expenses are 54% of Budget, and October 2017 to May 2018 at 58% of Budget, with a net income to date of \$7,759, which shows a modest increase in cash flow. Currently this year has not shown any major expenditure, and Irish Beach Water District's current operating budget is on target. The list of checks issued shows three employee pay periods. The large expense of \$1,000 was paid to Kemper Enterprises, the new water testing organization. Director McCormick made a motion to approve the Treasurer's Report for March through May 18, 2018, and the list of checks issued for March 1, 2018 through May 18, 2018. The motion was seconded by President Drolet. Roll call to vote: President Drolet, aye; Director McCormick, aye; Director Reidenbach, aye; and Director Ellison, aye. Motion carried.

**B. WATER/STORAGE FACILITIES/CONVEYANCE LOSS:** General Manager Acker reported the following for March, April, and May 2018:

March: Attended board meeting, prepared for storms, checked tanks and wells, conducted backwashes, made fence repairs, collected LT2 and bacteria sample tests, and collected C12 test samples for units 1, 4, 7, 8, and 9.

April: Conducted tank and well checks, collected bacteria and C12 test samples, conducted backwashes, processed monthly reports, prepared for storms, checked upper roads for storm damage, attended safety meeting, and conducted a plant re-start procedure.

May: Painted water hydrants, performed water sample testing for water taps, delivered polymer, collected sample tests for bacteria, received level 1 assessment, attended Redwood Coast Fire District meeting regarding fire grants, checked chlorine levels, attended safety meeting, processed annual report for June 1<sup>st</sup> due date, and prepared for Irish Beach Water District's May 19, 2018 Board Meeting.

**C. SAFETY COMMITTEE:** General Manager Acker reported the attendance and completion of written tests by employees at the following Safety Committee Meetings:

April 20, 2018: "Respect for People"

Attendees: General Manager Acker, Treatment Plant Operator Rogers, Maintenance Employee DeVaul, and Clerk/Accountant Murray.

May 18, 2018: "Heat Stress"

Attendees: General Manager Acker, Treatment Plant Operator Rogers, and Maintenance Employee DeVaul.

**D. LEGAL COUNSEL:** Counsel Emrick discussed the on-going litigation schedule with the Board of Directors.

**E. DIRECTORS:** Director Reidenbach described a large collection of water situated on property near the Cypress Point Road area. General Manger Acker stated he has noted this, and will be checking again to schedule repairs for a possible leak. The Board discussed giving a tour of the facilities to those interested, in addition to a tour with a Redwood Coast Fire District representative for fire safety measures.

**6. OLD BUSINESS:**

- A. DISCUSSION AND OR ACTION: FINANCING OPTIONS FOR FUTURE CAPITAL PROJECTS, WATER SOURCE DEVELOPMENT, AND UPDATE ON PROCURING AN ENGINEER'S ASSESSMENT FOR MASTER PLAN DEVELOPMENT. (EMRICK/ACKER).** Counsel Emrick stated this is on hold, as he and General Manager Acker are in the process of contacting engineers to obtain bids from them. Counsel Emrick and General Manager Acker will have an update at the next meeting.
- B. DISCUSSION AND OR ACTION: UPDATE ON ROAD MAINTENANCE AGREEMENT AND CORRESPONDENCE REGARDING ROAD MAINTENANCE.(EMRICK/ACKER).** On hold as part of on-going litigation.
- C. DISCUSSION AND OR ACTION: CONNECTION OF TANK 2 WELL. (ACKER).** On hold until after the litigation proceedings have been concluded.
- D. DISCUSSION AND OR ACTION: ENVIRONMENTAL PROTECTION AGENCY (EPA) INCIDENT ACTION CHECKLIST, RESEARCH AND PLAN OF ACTION. (DROLET/ACKER/EMRICK).** President Drolet stated that this item is incorporated into New Business. 7. A.
- E. DISCUSSION AND OR ACTION: POMO LAKE STATUS. MAINTENANCE ISSUES, RESPONSIBILITIES FOR LAKE AND DAM, AND AD HOC COMMITTEE FINDINGS. (REIDENBACH/ELLISON/DROLET/EMRICK/ACKER).** Counsel Emrick stated he has submitted a draft proposal agreement to IBIS President Wolfe, received comments from President Wolfe regarding the draft proposal agreement, discussed with President Wolfe about having a meeting at Irish Beach Water District's next meeting to discuss further information provided by IBIS and Irish Beach Water District, and also to discuss moving forward with an agreement.
- F. DISCUSSION AND OR ACTION: Irish Beach Water District's HERBICIDE POLICY: (ACKER).** After General Manager Acker discussed with the Board the chemical ingredient glyphosate in the herbicide Roundup, the Board decided to provide information to Irish Beach property owners regarding the use of Roundup, as stated in California's Proposition 65, and the Water District's Resolution No. 95-4, which stipulates the restrictions of using hazardous contaminants.

**7. NEW BUSINESS:**

- A. CALFIRE GRANT PROGRAM FOR POTENTIAL BRUSH AND TREE REMOVAL, ETC. FOR FIRE PROTECTION PURPOSES AND COORDINATION WITH REDWOOD COAST FIRE PROTECTION DISTRICT. (DROLET/ACKER/EMRICK).** The Board discussed arranging a tour of the upper Alta Mesa Road with representatives from Cal Fire and Redwood Coast Fire District to decide on a plan for fire prevention and applying for grants for fire prevention. It was concluded that President Drolet and General Manager Acker will make the meeting arrangements.

**ADJOURNMENT:** President Drolet moved to adjourn the public session of the board meeting at 11:33A.M and the Executive Session convened at 11:35 A.M.

**8. CONVENED EXECUTIVE 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 PARAGRAPHS (2) OR (3) OF SUBDIVISION (D) OF SECTION 54956.9: (1 POTENTIAL CASE).

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

**RETURNED TO OPEN SESSION AND REPORT:**

President Drolet closed the executive session and reconvened the open (public) session of the Irish Beach Water District at 11:51 AM. and stated that there were no reportable actions to report regarding existing litigation. President Drolet moved to adjourn the board meeting Director McCormick seconded the motion. Roll call to vote: President Drolet, aye; Director McCormick, aye; Director Reidenbach, aye; and Director Ellison, aye. Motion carried. Meeting adjourned at 11:53 A.M. The next board meeting will be scheduled for Saturday, July 14, 2018.

**Respectfully submitted:**

**Attest:**

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**Leon Drolet, President**

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**Jan McCormick, Secretary of the Board**

**Date:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Prepared by: Connie Sackman, Clerk/Secretary**