



Irish Beach Water District

Meeting Packet

July 10, 2021



**NOTICE OF THE REGULAR MEETING OF THE
IRISH BEACH WATER DISTRICT BOARD OF DIRECTORS
REX DUNNING FIREHOUSE, 15401 FOREST VIEW ROAD, MANCHESTER, CA 95459
Saturday, July 10, 2021, 10:00 A.M.**

PLEASE NOTE: The July 10, 2021 regular bi-monthly meeting of the Irish Beach Water District will be held via ZOOM teleconferencing. IRISH BEACH WATER DISTRICT directors/employees will be emailed an invitation to the meeting with a link to log-in to the meeting. For guests to join the meeting: E-mail Judy Murray at jmurray@mcn.org or Connie Sackman at czsackman18@gmail.com for log-in information. The Meeting Packet can be accessed at IBWD.org.

1. **CALL TO ORDER AND ROLL CALL: Attendance via Zoom Teleconferencing**
2. **APPROVAL OF MINUTES:**
3. **COMMUNICATIONS AND CORRESPONDENCE. None.**
4. **PUBLIC INPUT: (limited to five minutes for each person's input)**
5. **REPORTS:**
 - A. **TREASURER: (MURRAY) - Treasurer's Report, Checks Issued.**
 - B. **WATER STORAGE FACILITIES/CONVEYANCE LOSS: (ACKER)**
 - C. **SAFETY COMMITTEE: (ACKER)**
 - D. **LEGAL COUNSEL: (EMRICK)**
 - E. **DIRECTORS:**
6. **OLD BUSINESS:**
 - A. **DISCUSSION AND OR ACTION: ALTA MESA WATER LINE REPLACEMENT AND ROADWAY REPAIR PROGRESS. (ACKER).**
7. **NEW BUSINESS:**
 - A. **DISCUSSION AND OR ACTION: MENDOCINO COUNTRYWIDE DROUGHT TASK FORCE. (TERRY/ACKER).**
 - B. **DISCUSSION AND OR ACTION: CONNECTION FEE. (TERRY).**
 - C. **DISCUSSION REGARDING ANNOUNCEMENT OF PROPOSITION 218 PUBLIC HEARING, AUGUST 14, 2021. (TERRY/MURRAY/**
 - D. **DISCUSSION AND OR ACTION: SYSTEM/POLICY FOR COLLECTION OF OVERDUE PAYMENTS. (DYSON/TERRY/MURRAY).**
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; First District Court of Appeal No. A151867.**
 - 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).**

ADJOURNMENT

ASSISTANCE WILL BE PROVIDED TO HANDICAPPED PERSONS WHO REQUIRE IT TO PARTICIPATE IN THE MEETING, PER GOVERNMENT CODE SECTION §549PER CALIFORNIA 50-54963. PUBLIC RECORDS ARE AVAILABLE PER CALIFORNIA PUBLIC RECORDS ACT GOVT. CODE §6250-6276.48, UNLESS THEY ARE EXEMPT UNDER PUBLIC RECORDS.

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**APPROVAL OF MEETING MINUTES**

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Regular Meeting Minutes –May 22, 2021

Special Meeting Minutes – June 26th, 2021

**IRISH BEACH WATER DISTRICT BOARD OF DIRECTORS
REGULAR MEETING MINUTES
15401 FOREST VIEW ROAD, MANCHESTER, CA 95459
May 22, 2021**

1. **CALL TO ORDER AND ROLL CALL:** President Terry called the Regular Meeting to order at 10:02 A.M. on Saturday, May 22, 2021, using Zoom, a web-based video and audio conferencing tool, to meet online. Roll call of directors in attendance were: President Terry, Director Dyson, Director Whitaker, and Director Israel. Director Ellison was absent. Employees in attendance online were: General Manager Acker, Clerk/Accountant Murray, Clerk/Secretary Sackman, and Legal Counsel Emrick attended the meeting online with Zoom.
2. **APPROVAL OF MINUTES:** Director Whitaker made a motion to approve the Regular Meeting Minutes dated March 13, 2021, Special Meeting Minutes dated March 27, 2021, and Special Meeting Minutes dated April 17, 2021, as submitted. The motion was seconded by Director Israel. Roll call vote: President Terry, aye; Director Dyson, aye; Director Israel, aye; and Director Whitaker, aye. Motion carried.
3. **COMMUNICATIONS AND CORRESPONDENCE:** None
4. **PUBLIC INPUT:** None.
5. **REPORTS:**

A. TREASURER'S REPORT:

Treasurer Murray submitted the Treasurer's Report, which showed a balance of \$63,595 in the operating cash account.

March 1, 2021:

Cash in Bank: \$63,953

Accounts Receivable: \$10,468

County Tax Rolls: \$1,983

Accounts Payable: \$2,080

Greater than 40-year equipment replacement reserve, Cash: \$75,327

Loan Receivable: \$120,000

Total: \$195,327

Treasurer Murray discussed with the Board the Irish Beach Water District's policy regarding past due accounts by property owner customers. After discussion, Director Dyson was directed by President Terry to have some suggested changes/amendments to the policy regarding delinquent payments for the next meeting.

The Board discussed water usage comparing past water usage and current water usage. It was noted that the current usage regarding leaks is better detected due to the electronic meter reading system.

Director Dyson discussed with the Board the Budget to Actual Report. Treasurer Murray stated that the Budget to Actual Report would be included in future board meeting packets.

- B. WATER/STORAGE FACILITIES/CONVEYANCE LOSS:** General Manager Acker discussed with the Board the following: Backwashing and routine testing accomplished, Tank 3 fittings repaired and fire connection installed, serviced filter valves, connected new lower diversion piping, removed old plumbing at Unit 9 well and cleaned UD intake, replaced piping at Unit 9 well head, removed well head piping at Tank 5 well, installed new connection plumbing at lower diversion, calibrated instruments, re-plumbed Tank 5 well head and did generator oil change, replacement of Tank 2 with a 3000 gallon temporary tank, removed Tank 2 roof to be replaced and in the process of getting a bid for Tank 2 roof replacement, completed annual reports to the Water Control Board and the Health Department, and attended Board and Safety Meetings.
- C. SAFETY COMMITTEE:** General Manager Acker reported the attendance by employees and the completion of the following written tests at the Safety Committee Meeting: May 21, 2021: “Housekeeping “and “Heat Stress.” Attendees: General Manager Acker, Treatment Plant Operator Dial, and Maintenance Employee DeVaul.
- D. LEGAL COUNSEL:** Legal Counsel Emrick stated that there was nothing to report at this meeting.
- E. DIRECTORS: NOTICE OF SPECIAL DISTRICT ELECTION. (MURRAY).** Clerk/Accountant Murray presented the following information to the Board: Mendocino County Registrar of voters has announced there will be a special district election on August 31, 2021, for two incumbent seats on the Irish Beach Water District Board of Directors with terms expiring in December 2021. Filing dates are from May 10, 2021 through June 4, 2021. If an incumbent fails to file, non-incumbent candidates have until June 9, 2021, to file. Incumbents have been sent information packets. Non-incumbent candidates should contact the Mendocino County Registrar of Voters at 707-234-6819 or email gravatts@mendocinocounty.org.

6. OLD BUSINESS:

- A. DISCUSSION AND OR ACTION: AD HOC FACILITIES SUBCOMMITTEE REPORT ON CAPITAL IMPROVEMENT MODERNIZATION PROJECT PRIORITIES. (TERRY/ACKER/ISRAEL/MURRAY/EMRICK).** President Terry reported the following: The Ad Hoc Committee met in mid-May and discussed some of the ongoing projects. The subcommittee had nothing more to report at the Board Meeting.
- B. DISCUSSION AND OR ACTION: PROGRESS REPORT ON PROPOSITION 218 ENGINEERING STUDY AND PRELIMINARY RECOMMENDATIONS. (ACKER/MURRAY).** General Manager Acker reported the following: Several telephone conferences were made between General Manager Acker and Douglas Dove, Engineer with Bartles Wells Associates. Engineer Dove discussed that the engineering report will focus on repair of Tanks 2 and 4, as well as repair/replacement of the infrastructure of the system as needed. They will physically assess the system and have a report ready by mid-June for the public to view, consisting of a voting ballot process. The report will also include the priorities, anticipated costs, anticipated assessment level for each parcel, and which parcels are involved.
- C. DISCUSSION AND OR ACTION: ALTA MESA WATERLINE REPLACEMENT AND ROADWAY REPAIR PROGRESS. (ACKER).** General Manager Acker discussed with the Board the scheduling and procedures for the water pipe replacement and roadway repair.

7. NEW BUSINESS:

- A. **DISCUSSION AND OR ACTION: LETTER FROM PRESIDENT TERRY REGARDING PARCEL OWNERS VOTING BALLOT FOR APPROVAL OF A PROPOSITION 218 PROPERTY ASSESSMENT. (TERRY/MURRAY/EMRICK/DIRECTORS).**The Board of Directors and Clerk/Accountant Murray discussed the criteria for Proposition 218 Assessment for parcel owners, the projects eligibility for a Proposition 218, and the time line scheduling for ballot voting.
- B. **DISCUSSION AND OR ACTION: THE GOVERNOR’S DROUGHT DECLARATION. (DIRECTORS)** General Manager Acker discussed with the Board the Irish Beach Water District’s water conditions as it pertains to the draught and stated that the conditions for our community’s water supply is sufficient to sustain us with the community’s present level of water consumption.
- C. **DISCUSSION TO CONTINUE THE IRISH BEACH WATER DISTRICT BOARD OF DIRECTORS MEETINGS ON ZOOM. (BOARD).** After the Board’s discussion and depending on the Governor’s reopening on June 15th, it was decided to have in-person meetings at the Firehouse and also have one computer at the in-person meetings to monitor those attending by Zoom. President Terry stated he would notify how attendance would be structured for the next meeting.

ADJOURNMENT: Director Dyson moved to adjourn the Public Session of the Board Meeting at 12:01 P.M. and Director Israel seconded the motion. Motion carried. The next Regular Board Meeting will be scheduled for Saturday, July 10, 2021.

8. 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

Stephen Whitaker, Secretary of the Board

Date: _____

Date: _____

Prepared by: Connie Sackman, Clerk/Secretary

IRISH BEACH WATER DISTRICT BOARD OF DIRECTORS
SPECIAL MEETING MINUTES
15401 FOREST VIEW ROAD, MANCHESTER, CA 95459
June 26, 2021, 2021

5. **CALL TO ORDER AND ROLL CALL.** President Terry called the Special Meeting to order at 10:02 A.M. on Saturday, June 26, 2021, meeting at the Rex Dunning Firehouse, 15401 Forest View Road. Also guests were invited to attend using Zoom, a web-based video and audio-conferencing tool, to meet online. Roll call of directors in attendance in-person were: President Terry, Director Ellison, Director Dyson, Director Whitaker, and Director Israel. Employees in attendance in-person were Clerk/Accountant Murray, Treatment Plant Operator Dial, Clerk/Secretary Sackman. Director Whitaker, General Manager Acker and Legal Counsel Emrick attended using Zoom.
6. **MEETING PURPOSE: (TERRY).** President Terry opened the Special Board Meeting stating that the purpose of this special meeting was to hear and discuss for approval a presentation of the 2021 Assessment Engineer's Report Preliminary dated June 26, 2021, by Engineer Doug Dove from Bartles Wells Associates. Also to be discussed for approval of Resolution # 2021-03: To accept the Engineer's Capital Improvement Assessment Report of Bartles Wells Associates, authorizing the conducting of an assessment ballot proceeding and setting the time and place of a public hearing to consider the establishment of a Capital Improvement Assessment for the Irish Beach Water District
7. After hearing Engineer Dove's presentation, the reading of Resolution 2021-03 by Clerk/Secretary Sackman and further discussion between Engineer Dove, General Manager Acker, the Board of Directors, and guests, President Terry asked for a motion to adopt the Bartles and Wells Associates Assessment Report Preliminary dated June 26, 2021, as well as Resolution 2021-03, which approves the Board's moving forward with the issue of ballots for the individual parcel owners of Irish Beach. The motion was made by Director Israel and seconded by Director Ellison. Roll call to vote: Director Whitaker, yes; Director Dyson, no; Director Israel, yes; Director Ellison, yes; and President Terry, yes. Motion carried.

President Terry asked for a motion by Directors of said engineering report to direct staff to proceed with the ballot initiative asking parcel owners to approve or disapprove the proposed engineer's report assessment recommendation. The motion was made by Director Ellison. Seconded by Director Whitaker. Roll call to vote: President Terry, aye; Director Israel, aye; Director Ellison, aye; Director Whitaker, aye; Director Dyson, no. Motion carried.

President Terry stated that a public forum that has been previously announced will be open for further discussion of these items.

ADJOURNMENT: President Terry moved to adjourn the public session of the Special Meeting at 11:54 A.M. Director Israel seconded the motion. The next regular Board Meeting is scheduled for Saturday, July 10, 2021. No Executive (closed) session to follow this special meeting.

Respectfully submitted:

Attest:

Kenneth Terry, President

Stephen Whitaker, Secretary of the Board

Date: _____

Date: _____

Prepared by: Connie Sackman, Clerk/Secretary



COMMUNICATIONS & CORRESPONDENCE



Correspondence: None



Treasurer

Water/Storage Facilities/Conveyance/Loss

Safety Committee

Legal Counsel

Directors



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**Treasurer's Report 5.A**  
**Cash Statement**

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To be presented under separate cover.

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**Water/Storage Facilities/Conveyance/Loss 5.B.**

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To be presented under separate cover.

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**SAFETY COMMITTEE 5.C.**

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C.SAFETY COMMITTEE:

To be announced at the Board Meeting.

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**LEGAL COUNSEL 5.D.**

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To be announced at the Board Meeting.

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**DIRECTORS 5. E.**

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OLD BUSINESS 6. A



A. DISCUSSION AND OR ACTION: DISCUSSION AND OR ACTION: ALTA MESA WATER LINE REPLACEMENT AND ROADWAY REPAIR PROGRESS. (ACKER)

Irish Beach Water District

Alta Mesa Road Repair

March 7, 2021

Charles Acker, Manager IRISH BEACH WATER DISTRICT

The repair to the asphalt on the steep portion of Alta Mesa Road uphill from Tank 3 goes back a number of years. I do not have a date of the exact date of the leak incident that damaged the road to begin with, but it was more than 10 years ago.

There has been a succession of leaks especially in the lower portion of the pipeline that carries water from Tank 4 and the Unit 9 subdivision that is installed in the uphill lane of Alta Mesa Road. After I started working for IRISH BEACH WATER DISTRICT in 1992, there was a leak towards the lower end near Tank 3 that was repaired by the developer (actually, the repair work was done by Brad Dyson.) My understanding was that the developer was responsible for the leak repair because it was still within the, now expired, warranty period.

The line is 3" schedule 80 pvc, which is a very strong, heavy walled pipe which was unfortunately installed with glued couplings. This is unfortunate because glued couplings do not tolerate much movement from settling that might occur over time and can leak. Another problem with the original installation is that by the time the water reached the lower end of the pipe, it was at an extremely high pressure, like 240 psi. To make matters worse, there was a high pressure pump system at Tank 3 that, if used to pump water up to Tank 2, would further increase the line pressure.

The extreme pressure was later reduced by installing a pressure reducing valve at the top of the steep section of Alta Mesa. This lowered the pipeline pressure by more than half, and ultimately led to the high-pressure booster pumps no longer being used. (Back-up water for Unit 9 was ultimately provided by the installation of a second well feeding Unit 9's Tank 5).

One night, after already experiencing a few smaller leaks, there was a blowout that started small but increase overnight to the size of a quarter and by the time the leak was found, it had blown out a cavern under the road large enough for a person to fit in. The pipe was repaired by Engineering Contractor, Keith Paulson, who was hired to repair the damaged roadway. The area was about 8 or 10 feet square, was saw cut and refilled with road base then paved. A short time later, damage to the roadway downhill from the leak was discovered. Apparently, there was a sandy layer just under the original pavement that washed out from the big leak that caused the pavement to settle and crack. The IRISH BEACH WATER DISTRICT arranged for Paulson to come back and overlay the damaged area with new asphalt.

In time, the overlay began to unravel and a layer of asphalt coating was applied. This sealed the surface for a time, until a few years later, more leaks were discovered. These new leaks were repaired by Paulson in 4 locations, all downhill towards Tank 3 from the big leak. On March 10, 2014, after the leak repairs, the excavations were repaired and some cold-patch asphalt was applied.

After 3 or 4 years, the patches Paulson had applied in 2014 began to come apart. This caused gravel and asphalt fragments to be spread over the roadway and eventually pot holes developed where the 2014 repairs had been done. I believe the poor repairs to the 2014 leaks contributed to the general idea that the whole older overlay was disintegrating.

In May of 2020, our IRISH BEACH WATER DISTRICT crew set about doing repairs to the three pot-hole areas in an attempt to make the roadway safer.

My own observation is that much of the “unravelling” had been more about 3 of the 4 2014 repairs and less about the previous overlay.

None the less, it is apparent that the roadway is less-than-perfect, although the recent patches are holding well and what remains of the old overlay seems to be remaining in place.

On Friday, March 5, I met with Engineering Contractor John Robertson at the Alta Mesa site. Robertson recommended that a proper repair would have to address the poor condition of the original asphalt, the damaged older overlay and the poor subsurface. Also, what about the pipe under it all?

The suggestion from Robertson includes replacing the 3” line with a more properly installed pipe not likely to leak under the renewed roadway.

The recommendation includes saw-cutting the perimeter of the old overlay, removing damaged substandard material down 3 or 4 inches, replacing the pipeline under any new paving in cooperation with the IRISH BEACH WATER DISTRICT crew, properly compact and repaving bringing the surface of the uphill lane up even with the original pavement grade.

This proposal involves one lane so that the work area can be traversed by residents during construction. We only have the verbal recommendations from Robertson but expect a written estimate by next Friday, March 12.

Closing both lanes to accomplish a 2-lane overlay would completely close the road leaving residents no way in or out during construction, short of passing through the locked gate and around the loop road up and down the extremely dangerous eroded portion of Hillcrest below Tank 2. Also, not replacing the substandard existing pipeline would threaten any new surface.



NEW BUSINESS 7. A. B. C.& D.



A. DISCUSSION AND OR ACTION: MENDOCINO COUNTRYWIDE DROUGHT TASK FORCE. (TERRY/ACKER).

B. DISCUSSION AND OR ACTION: CONNECTION FEE. (TERRY).

C. DISCUSSION REGARDING ANNOUNCEMENT OF PROPOSITION 218 PUBLIC HEARING, AUGUST 14, 2021. (TERRY/MURRAY/

D. DISCUSSION AND OR ACTION: SYSTEM/POLICY FOR COLLECTION OF OVERDUE PAYMENTS. (DYSON/TERRY/MURRAY).

Irish Beach Water District End-User Voluntary Measures in Promotion of Water Conservation

To prevent the waste and unreasonable use of water and to promote water conservation, the District suggests each of the following actions be limited:

- (1) The application of potable water to outdoor landscapes in a manner that causes runoff such that water flows onto the adjacent property, non-irrigated areas, private and public walkways, roadways, parking lots or structures;
- (2) The use of a hose that dispenses potable water to wash a motor vehicle, except where the hose is fitted with a shut-off nozzle or device attached to it that causes it to cease dispensing water immediately when not in use;
- (3) The application of potable water to driveways and sidewalks;
- (4) The use of potable water in a fountain or other decorative water feature, except where the water is part of a recirculating system; and
- (5) The application of potable water to outdoor landscapes during and within 48 hours after measurable rainfall.

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**EXECUTIVE (CLOSED) SESSION 8 A& B**

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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;
First District Court of Appeal No. A151867.**

- 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).**