

**MINUTES FOR THE REGULAR MEETING OF
THE IRISH BEACH WATER DISTRICT BOARD OF DIRECTORS
HELD AT 15401 FOREST VIEW ROAD, MANCHESTER, CA 95459 AND VIA ZOOM
SATURDAY, JULY 9, 2022, 10:00 AM**

1. **Call to Order and Roll Call:** President Terry called to order the Regular Meeting of the Irish Beach Water District on July 9, 2022, at 10am held in the Rex Dunning Firehouse, 15401 Forest View Road, Manchester, CA 95459 and via ZOOM. Directors in attendance were President Terry, Director Dyson, Director Hackett, and Director Regan. Director Israel was absent. Staff in attendance were Plant Operator, RJ Dial, Clerk, Krista Dial and Office Manager/Clerk/Accountant, Judy Murray. General Manager Charlie Acker and District Counsel Matt Emrick attended by ZOOM. Public in attendance were Ken and Diane Weston, Allen Irwin, Casey Dyson; Vera-Lee Kaiser (Zoom), Gary Levinson Palmer (Zoom), and Michelle and Neil Strand (Zoom).
2. **Approval of Minutes:** President Terry made motion to approve the Regular Meeting Minutes held on May 14, 2022. Director Hackett noted that 1.) Old Business B the agenda name should read as "Department of Water Resources" and 2) Item E Reports under Directors that Director Hackett should be changed to Director Regan. President Terry then moved to approve the Regular Meeting minutes of May 14, 2022 as corrected. Director Hackett seconded; Roll call vote: President Terry aye, Director Hackett aye, Director Dyson aye, Director Regan aye. All were in favor motion carried. President Terry made a motion to approve the Special Meeting minutes held on June 4, 2022. Director Hackett seconded; Roll call vote: President Terry aye, Director Hackett aye, Director Dyson aye, Director Regan aye. Director Israel was absent. All were in favor motion carried.
3. **Communications and Correspondence:** President Terry announced that there was a letter from resident, Mr. William Moores, regarding the DWR grant and other project opportunities within the district. The discussion led to several ideas including fire protection, future projects, and opportunities to explore different types of grant applications.
4. **Public Input:** President Terry opened the discussion to the public and zoom attendees for topics that are not on agenda with maximum of (5) minutes allowed. A member of the public, Casey Dyson, thanked Heather for her efforts to get the recent grant for the district. She requested information on the current costs of legal expenses to date of the current lawsuit and where could a member of the public go to find those costs. She said that about a year ago this same request was made and she was not aware that there was ever a response as promised. Judy Murray, Treasurer, commented that the districts' annual budgets include legal expenses; however, total expenses for more than one year would have to be collected separately and agreed to supply the requested information at the regular Board meeting in September. To clarify what lawsuit Casey Dyson wanted costs for Director Dyson said that it was for a well drilled on property the district did not own and also for an agreement for road maintenance that the District has chosen not to perform according to Director Dyson. Resident Ken Weston gave "thanks" to the district for continuing to provide clear, drinkable water to the community. Participants Neil and Michelle Strand posted "thanks" to the district via Zoom chat. No other input was offered either in person or via zoom hands raised.

5 Reports

A. Treasurer: Treasurer Murray reported as follows: 7-1-22:

Cash	\$38,440	
Account Rec	\$3,035	
Tax Collection	\$2,253	
Account Pay	<u>\$5,615</u>	Total Current \$38,113
		Total Restricted Assets \$629,502

Budget to actual report for F/Y 2021-22 with no alarming budget issues to report at this time.

Motion made by Director Hackett to accept Treasurer's report and list of checks written.

Seconded by Director Regan. Motion carried with all 'ayes.'

B. General Manager Ackers gave his water reports as follows: 1) Successful repairs were done on the vacuum excavator which is a key piece of equipment for the District. 2) Various Upgrades to the treatment plant were completed keeping the district running smoothly and in compliance. 3) Installation of the new chlorine analyzer which measures and ejects chlorine into lines was installed. Being part of our main water source treatment, it is required to continue to provide clear drinkable water. 4) The annual Consumer Confidence report was completed and sent out in the district's current water bills.

C. General Manager Acker reported that the safety committee did meet, and the topic covered was "Office Ergonomics."

D. Legal Counsel: Nothing to report.

E. Directors: None

6. Old Business

A. **Recommendations of Prop218 Committee:** Director Hackett reviewed the item in the packet on the upcoming events for the Prop 218. She emphasized community involvement and reviewed the detailed planning structure. Director Dyson stressed the importance of public meetings, input, and community involvement. President Terry made a motion to approve the Prop 218 Committee's preliminary recommendations and calendar of events. Director Hackett seconded the motion. Roll call vote: President Terry aye, Director Hackett aye, Director Dyson aye, Director Regan aye. Director Israel was absent. . All in favor motion carried.

B. **Technology Grant Review:** Director Hackett provided an overview of the grant and that in mid-June the grant was awarded and must be spent by end-of June which was successfully done. Plant Operator Dial reported that these new applications were purchased: 1) Two-year subscription for an online "GIS" program which is a new State requirement set forth in January 2022. 2) One year Subscription for "Blue Host" a web hosting application. 3) Two Year subscription to "DropBox" for record storage/retention. He continued that the development of those purchased software will be ongoing and will benefit the district.

President Terry called for a 5-minute recess:

7. New Business:

President Terry called back to order the Regular meeting of July 9, 2022 at 11:36am. Director Regan left the regular meeting of July 9, 2022 and Director Israel was absent, Directors present: President Terry, Director Dyson and Director Hackett which constitutes a quorum.

A. **Ordinance 2022-1 Rescinding Ordinance 92-1:** President Terry reviewed the proposed ordinance 2022-1 "Informal Bidding Procedures" and turned over discussion to Director Hackett. She made note of the correction at the bottom of Ordinance 2022-1 which should read as follows: "Now,

THEREFORE, IT IS RESOLVED that Ordinance 92-1 is rescinded effective July 9, 2022", strike date June 4, 2022. Director Hackett moved to adopt Ordinance 2022-1 as corrected rescinding 92-1. President Terry seconded. Roll call vote: Director Hackett aye, Direct Dyson aye, President Terry aye. Director Israel and Director Regan were absent. All were in favor motion carried.

- B. Small Community Drought Relief Grant and oversight DWR** (Department of Water Resources): Director Hackett gave overview: The Department of Water Resources has assigned a Grant Project Manager, Matthew Mulligan. Committee will be working with him to finalize a funding agreement. The committee will be submitting CEQA documentation (California Environmental Quality Act) in the near future. She continued by reminding the Board that in May 2021, the Board approved resolution 2021-5, which provides General Manager Acker the authority to complete time-sensitive grant actions. She reported that the grant committee will seek review from District Counsel Emrick, as needed. Once General Manager Acker signs the funding agreement, the invoices then can be submitted; as a reminder there is a 10% holdback. General Manager Acker reported his progress on the Grant Project for Tank 2 site activation. The location of the utility shed placement was identified. The new roof for tank 2 has been ordered and a deposit made. The generator is fully functional and was hooked up to the well. The final Grant Proposal Project package described in detail will be provided to the County for acceptance. The PG&E application has been submitted along with a deposit and waiting for approval. The Well Flow rate will be measured, and other testing will be done once permitted.

Plant Operator Dial reported his progress on the Grant Project for Tank 2 activation as follows: The engineer who is designing Tank 2 has met with staff several times and will be conducting a site visit to complete the roof design. Once the design is completed and put into production, the second payment would be due and that the estimated delivery is schedule late fall. The site pad is being prepared for filtration. President Terry verified the costs not being covered by the Grant. Discussion then led to Well 2 and Tank 2 projects being the priority and the Tank 5 replacement will be second. Plant Operator Dial reported that staff will be performing most of the installation once approved, which will reduce costs. He continued by explaining that staff hours used for grant project completion would otherwise have been applied to our deferred maintenance. Office Manager/Clerk/Accountant Murray gave comment that if directed, the Greater Than 40 replacement funds could be allocated towards costs. Director Dyson asked if costs would be tracked for future use. Clerk Dial gave comment that a chart of accounts is being created in Quick Books to keep the Grant Project funding separate. Director Hackett brought attention to the banner included in the packet that Director Regan created which is part of the Grant requirement that funding by DWR be advertised in the district. After discussion banner 2 was selected to represent the district.

- C. Adopt Drug and Alcohol-free Policy 2190:** Office Manager/Clerk/Accountant Murray made correction to Policy 3190 should be 2190 to be in line with current polices. ClerkDial reviewed policy 2190 to meet standards of the Department of Water Resources Grant and asked for approval from the board. DirectorHackett moved to approve 2190 as presented. PresidentTerry seconded motion to approve policy 2190 as presented. All were in favor, Motion carried.
- D. Accept Proposed Budget Fiscal Year 2022-2023:** Office Manager/Clerk/Accountant Murray reviewed her proposed Budget for 2022-2023. No change in the availability and water charges in proposed budget. The budget committee will meet to review the proposed 2022-2023 Budget before the final budget is presented for approval at the September meeting.

ADJOURNMENT. President Terry moved to adjourned Public Session into Executive session at 12:30pm with second from Director Dyson. Director Hackett aye, Director Dyson aye. Director Regan and Director Israel absent. Director Dyson then recused himself.

EXECUTIVE (CLOSED) SESSION:

Meeting reconvened from closed session. President Terry stated there was not a quorum for the executive session and closed the meeting.

Respectfully Submitted:

Attest as presented:

Kenneth Terry, President

Heather Hackett, Board Secretary

Date: _____

Date: _____

Prepared By: _____
Annette Fromwiller, Clerk