

IRISH BEACH WATER DISTRICT BOARD OF DIRECTORS
SPECIAL MEETING MINUTES
REX DUNNING FIREHOUSE, 15401 FOREST VIEW ROAD, MANCHESTER, CA 95459
Saturday, October 5, 2024, at 10:00 A.M. (ZOOM AND IN-PERSON)

CALL TO ORDER AND ROLL CALL: President Israel called the special meeting of the Irish Beach Water District Board Meeting to order at 10:01am. Roll call of Directors in attendance: President Israel, Director Hohos, Director Ottoboni, Director Kimsey, and Director Hackett attended in person. Staff Assistant Forbes attended in person. District Counsel Emrick, Special Assistant to the Board Murray, and Treatment Operator Dial attended via Zoom.

PUBLIC INPUT: The Board received input from Kenneth Terry who asked, “if in fact this measure does not pass, how would our community end up having to fund the necessary improvements, repairs, and replacements?” Director Hackett reported that the District received two letters regarding the proposed Assessment: one letter dated 9/24/24 from Jennifer and Don Boehm, and a second letter dated 10/2/24 from Colin Morrow who represents William and Tona Moores.

OLD BUSINESS:

- A. **ACTION:** THE PROP 218 COMMITTEE AND ASSESSMENT ENGINEER RESPOND TO PUBLIC INPUT.

Action: Director Ottoboni responded to the question posed by Kenneth Terry. He indicated that if the assessment does not pass, the Board will need to consider increases to water service charges to pay for the most critical infrastructure repairs and replacements. Director Hackett noted that if the proposed assessment does not pass, the water system will continue to deteriorate and while the District will prioritize long-term maintenance based on the most critical needs, there may not be sufficient funds to do everything, and it is unlikely that the district would be able to fund the addition of infrastructure needed to support new connections.

- B. **ACTION:** LAST CALL FOR SUBMITTAL OF BALLOTS, CLOSURE OF THE PUBLIC INPUT PORTION OF THE PUBLIC HEARING, AND CALL FOR BALLOT TABULATION.

Action: President Israel made a last call for submittal of ballots, then made a motion to close the public input portion of the public hearing. Director Hackett seconded the motion and President Israel called for a vote. Director Hackett – Aye, Director Kimsey – Aye, Director Ottoboni – Aye, Vice President Hohos – Aye, President Israel – Aye. The motion passed unanimously.

- C. **ACTION:** DIRECT BALLOT TABULATION

Action: President Israel instructed Director Hackett to commence tabulation of the ballots. She explained that the public meeting would be recessed to allow for tabulation and reconvene at 12:00 pm. Director Hackett noted that the public could observe the tabulation process in person or on Zoom, then Melanie Lee, Director Hohos, Director Ottoboni, Director Hackett, and Staff Assistant Forbes tabulated the ballots.

- D. **DISCUSSION AND OR ACTION:** REPORT FROM THE PROP 218 COMMITTEE – REPORT RESULTS OF BALLOT TABULATION; BOARD CONSIDERATION OF RESOLUTION 2024– 8 APPROVING ENGINEER’S REPORT, CONFIRMING DIAGRAM AND ASSESSMENT, AND ORDERING LEVY OF THE 2024 WATER SYSTEM UPGRADE AND SUSTAINABILITY ASSESSMENT FOR FISCAL YEAR 2024-25.

Action: President Israel reconvened the meeting at 12:00pm. Director Hackett reported that a majority of weighted ballots were cast in favor of the assessment, so the Board would consider Resolution 2024-8. Director Hackett projected Whereas Section 2 populated with the tabulation results and made a motion to approve resolution 2024-8 Approving Engineer’s Report, Confirming the Diagram and Assessment, and Ordering the Levy of the 2024 Water System Upgrade and Sustainability Assessment for FY 2024-2025 as amended with tabulation of votes. President Israel seconded the motion and called for a vote. Director Hackett – Aye, Director Kimsey – Aye, Director Ottoboni – Aye, Vice President Hohos – Aye, President Israel – Aye. The motion passed unanimously.

- E. **DISCUSSION AND OR ACTION:** ORGANIZATIONAL STRUCTURE COMMITTEE REPORT – CONSIDER APPROVAL OF THE TEMPORARY WATER SYSTEM MANAGER AND TEMPORARY GENERAL MANAGER JOB DESCRIPTIONS. CONSIDER IBWD POLICY 2300 - DISTRICT COMPENSATION AND HOURS OF WORK. NAME MEMBERS OF THE AD HOC INTERVIEW COMMITTEE.

Action: Director Hackett reported that Charlie Acker, the District's Water System Manager and Acting General Manager, retired on 9/30/24. She indicated that the Organizational Structure Committee recommends the creation of two new positions, which will allow that Board to make interim appointments until permanent appointments are made. Director Hackett explained that the Interim Water System Manager position (Operator Level 2) job description is identical to the permanent position, with the exception of one change reflected in two locations: "The position differs from the Permanent Water System Manager (Operator – Grade 2) by providing a temporary appointment during which time the incumbent secures a Grade 1, or higher, Water Distribution Operator Certificate issued by the California State Water Resources Control Board." She noted that the Interim General Manager position is identical to the permanent position, with the exception one change: "The position differs from the Permanent General Manager position by providing an interim appointment." The Board discussed the possibility of amending the existing job descriptions allow for either temporary or permanent appointments. Director Hackett made a motion to approve Interim Water System Manager (Operator – Grade 2) and the Interim General Manager job descriptions. Director Hohos seconded the motion and President Israel called for a vote. Director Hackett – Aye, Director Kimsey – Aye, Director Ottoboni – Aye, Vice President Hohos – Aye, President Israel – Aye. The motion passed unanimously.

Director Hackett provided an overview of a new policy which addresses compensation and hours of work. She explained that in addition to setting a pay scale, the proposed policy provides for annual merit bonuses for staff who meet or exceed expectations, and longevity pay increases for employees who increase their depth of experience by working continuously for the District over 5 – 25 years, as well as a work schedule for Operations, Administration, and Management. Director Ottoboni recommended modifying Section 2302.2 to clarify that annual merit bonuses will be based on a percentage of the prior year's annual pay and suggested that 2024 mileage reimbursement rate included in Section 2303.1 be eliminated. Director Hackett made a motion to approve IBWD Policy 2300 - District Compensation and Work Schedule as amended. Director Hohos seconded the motion and President Israel called for a vote. Director Hackett – Aye, Director Kimsey – Aye, Director Ottoboni – Aye, Vice President Hohos – Aye, President Israel – Aye. The motion passed unanimously.

Finally, President Israel added recruitment and interviewing responsibilities to the duties of the ad hoc Organizational Structure Committee.

ADJOURNMENT: President Israel made motion, with a second from Director Hackett to adjourn the special meeting at 12:28pm. President Israel called for a vote. The motion passed unanimously, and the meeting then convened into executive closed session.

EXECUTIVE (CLOSED) SESSION.

- A. **PUBLIC EMPLOYMENT** (Govt. Code § 54957): TEMPORARY WATER SYSTEM MANAGER AND TEMPORARY GENERAL MANAGER

Action: The executive (closed) session was adjourned at 1:04pm with no reportable actions.

Respectfully submitted:

Danielle Hohos

Danielle Hohos, Vice President

Date: November 9, 2024

Attest as Presented:

Heather Hackett

Heather Hackett, Secretary of the Board

Date: November 9, 2024