

**IRISH BEACH WATER DISTRICT BOARD OF DIRECTORS**  
**REGULAR MEETING MINUTES**  
**July 8, 2017**

1. **CALL TO ORDER AND ROLL CALL:** President Harley called the Regular Meeting to order at 9:59 A.M. on Saturday, July 8, 2017, in the Rex Dunning Firehouse, 15401 Forest View Road. Roll call of Directors in attendance were: President Harley, Director Drolet, and Director McCormick. Also present were Judy Murray, Accountant/Clerk; Charles Acker, District General Manager; Dewey Rogers, Treatment Plant Operator; Connie Sackman, Clerk/Secretary; and District's Legal Counsel, Matthew Emrick.
2. **APPROVAL OF MINUTES:** Director McCormick made a motion to approve the meeting minutes of May 13, 2017, with the following changes: "Connie Sackman, Clerk/Secretary" was added to the list of people present; and wording was changed in agenda item 5A TREASURER'S REPORT to read "and a transfer of \$15,000 to Chase Checking Account." Director Drolet seconded the motion. Roll call vote: President Harley, aye; Director Drolet, aye; Director McCormick, aye. Motion carried.
3. **COMMUNICATIONS AND CORRESPONDENCE:** Communication received regarding litigation will be addressed in a reply from Accountant/Clerk Murray; and the subject was further discussed in a power point presentation at this meeting by Legal Counsel Emrick.
4. **PUBLIC INPUT:** None.

President Harley made a motion to address OLD BUSINESS item 6A next, followed by item 5 REPORTS. Motion seconded by Director McCormick. All approved. Motion Carried.

6. **OLD BUSINESS:**

- A. **DISCUSSION AND OR ACTION: APPOINTMENT OF IBWD BOARD OFFICERS TO FILL CURRENT VACANCIES. (HARLEY/MCCORMICK).** Secretary of the Board McCormick read the oath of office to the two new IBWD board members. The new IBWD board members, Anny Reidenbach and Joe Ellison, affirmed the oath of office by saying "I do." Directors Reidenbach and Ellison took their designated seats as newly appointed board members. President Harley made a motion to affirm the appointments of Director Reidenbach and Director Ellison, and to state that they were present as voting directors on the IBWD Board for the remainder of the agenda. Motion seconded by Director McCormick. All approved. Motion carried.

5. **REPORTS:**

- A. **TREASURER'S REPORT:** Accountant/Clerk Murray presented her Cash Statement and Checks Issued Reports as follows:

Cash Balances: \$98,237  
Operations Reserve: \$16,895  
< 40 Year Reserve: \$12,219  
System Wide Capital Improvement: \$24,397

Cash Statement Report: Shows the last period compared to this period. The cash amount of \$98,237 will decrease to \$64,692 after the fire emergency response amount of \$33,545 is deducted. The System Wide is \$24,397. Also presented was the list of checks issued. A check for Dickson Company was issued for

General Manager Acker's data loggers used for the wells. Discussed checks issued for employee salaries, operating expenses, and a check to SDRMA for workers compensation payment. Accountant/Clerk Murray called for a motion to accept the Cash Statements Report and approve the Checks Issued Report. Director McCormick moved to accept the Treasurer's Report and approve the Checks Issued Report. Motion seconded by President Harley. Roll call: Director Drolet, aye; President Harley, aye; Director McCormick, aye. Motion carried.

**B. WATER/STORAGE FACILITIES/CONVEYANCE LOSS:** General Manager Acker reported the following for May, June, and July 2017:

May: Attended board meeting, performed backwashes and hydrant flush maintenance, prepared monthly reports, attended safety meeting, installed water meter box, checked systems, returned data logger for repair, replaced 4 foot lid for Tank 0, took water samples and delivered them to the lab, and completed water resources report.

June: Prepared monthly reports, performed backwashes, performed well checks with data logger, re-read meter reading, checked and photographed road conditions, attended safety meeting, installed T-0 tank lid, fixed computer virus software problem, installed water meter box, turned on new water connection, checked for leaks at Alta Mesa, repaired tank 4, checked wells, replaced 2 inch valve for Tank 4, prepared Consumer Confidence Report for 2016, changed PS B pump, tested and delivered water samples.

July: Completed Consumer Confidence Report for 2016, and prepared operations report for July 2017, board meeting.

General Manager Acker discussed the following with the Board: Reports were filed for the Water Resources Board. Padlocks and chains have been installed for the Alta Mesa gates. The Alta Mesa road has been photographed showing the condition for the on-going situation with the property owner of the road. Part of the maintenance of the gate will be to periodically change the combination of the locks. The Hillcrest gate was found to be open with locks and chain gone. The Consumer Confidence Report for 2016, will be mailed with the billing statements. General Manager Acker will research with the Mendocino Planning Department the status of actions pending regarding the 20-year lease due for renewal by the Bald Mountain Rock Quarry Company, which does not appear to affect IBWD operations.

**C. SAFETY COMMITTEE:** District General Manager Acker reported the attendance of employees at the following Safety Committee Meetings:

May 16, 2017: "Back in Action"

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

June 6, 2017: "Heat Stress" and "Driven to Distraction"

Attendees: General Manager Charlie Acker, Treatment Plant Operator Dewey Rogers, and Maintenance Employee Paul DeVaul:

**D. LEGAL COUNSEL:** Attorney Matthew Emrick updated the Board on the status of the judgement.

**E. DIRECTORS:** None

**6. OLD BUSINESS:**

**B. DISCUSSION AND OR ACTION: STATE RESPONSIBILITY AREA FIRE PREVENTION FUND (SRAFPF) AND TREE MORTALITY (TM) GRANT PROGRAM. (DROLET).**

Director Drolet reported: The funding of the program for grants for fire prevention has been shifted from rural areas to urban areas. An initial assessment of trees and road conditions in the Alta Mesa area has been done. Director Drolet and General Manager Acker will report on a further assessment at the next board meeting.

**C. DISCUSSION AND OR ACTION: DRAFT BUDGET FOR FISCAL YEAR 2017-2018. (MURRAY).**

The draft budget was discussed at the last board meeting, this board meeting, and will be continued for discussion at the September board meeting when IBWD will need to approve the budget for adoption. President Harley, General Manager Acker, and Accountant/Clerk Murray will correspond by e-mail to decide what water usage number will be used for the budget.

Discussed the need for roof replacement for the firehouse as part of the budget consideration. One bid has been received waiting for the second roofing bid and will be continued for discussion of bidding approval at the next board meeting.

**D. DISCUSSION AND OR ACTION: UPDATE ON ROAD MAINTENANCE ISSUES AND CORRESPONDENCE REGARDING ROAD MAINTENANCE. (EMRICK/ACKER).**

During the discussion it was determined that a road maintenance agreement needs to be renegotiated, as the original road maintenance agreement was breached and voided by the misrepresentation of ownership of the road. Legal Counsel Emrick was directed to send a follow up letter to the property owner's attorney, regarding the road maintenance letter IBWD received from the property owner. The IBWD reply letter will recommend a meeting of all property owners involved in the road maintenance to renegotiate a road maintenance agreement. Further discussion of this topic will continue at the next board meeting.

**E. DISCUSSION AND OR ACTION: STATUS OF RAW WATER LINE REPLACEMENT AND REMAINING PIPELINE MATERIALS. (EMRICK/ACKER).** After the Board's discussion of correspondence received from a property owner, Legal Counsel Emrick was directed by the Board to compose and mail a reply letter, based on the draft letter composed by Account/Clerk Murray, and send it to the property owner's attorney.

**7. NEW BUSINESS:**

**A. DISCUSSION AND OR ACTION: DISTRICT RESPONSE TO INDEPENDENT COAST OBSERVER (ICO) ARTICLE DATED JUNE 9, 2017, REGARDING EXISTING LITIGATION. (HARLEY/EMRICK).**

Status of the legal judgement was discussed by the Board. Legal Counsel Emrick presented a slide show discussing details of the judgement. This information will also be available at the IBWD website: [http://www.ibwd.org/District\\_info\\_resp\\_judge.pdf](http://www.ibwd.org/District_info_resp_judge.pdf).

**B. DISCUSSION AND OR ACTION: FINANCIAL STATEMENT AUDIT FOR YEAR ENDING SEPTEMBER 30, 2015. (MURRAY).** No discussion - carried forward to the next meeting.