

**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 15<sup>th</sup>, 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**