

IRISH BEACH WATER DISTRICT BOARD OF DIRECTORS
REGULAR MEETING MINUTES
15401 FOREST VIEW ROAD, POB 67, MANCHESTER, CA 95459
November 13, 2021

1. **CALL TO ORDER AND ROLL CALL:** President Terry called the Regular Meeting to order at 10:01 A.M. on Saturday, November 13, 2021, using Zoom, a web-based video and audio conferencing tool, to meet online. Roll call of directors in attendance was: President Terry, Director Israel, Director Dyson, Director Whitaker, and Director Ellison. Employees in attendance with Zoom were: Treasurer Murray, Clerk/Secretary Sackman, Clerk/Accountant Dial, General Manager Acker, and Plant Operator Dial. Legal Counsel Emrick attended the meeting online with Zoom.
2. **APPROVAL OF MINUTES:** President Terry made a motion to approve the Regular Meeting Minutes dated September 11, 2021, as submitted. The motion was seconded by Director Ellison. Roll call vote: President Terry, aye; Director Dyson, aye; Director Israel, aye; Director Ellison, aye; and Director Whitaker, aye. Motion carried.
3. **COMMUNICATIONS AND CORRESPONDENCE:** Guest William Moores, inquired regarding a communication he sent to President Terry. President Terry informed the guest that the communication was not received. The guest stated that the communication pertained to the proposed budget for 2021-2022. President Terry stated that this subject will be discussed when the agenda item is addressed in the present meeting.
4. **PUBLIC INPUT:** None.
5. **REPORTS:**

A. TREASURER'S REPORT:

Treasurer Murray submitted the Treasurer's Report, which showed a balance of \$65,100 in the operating cash account.

November 4, 2021:

Cash in Bank: \$48,784

Accounts Receivable: \$6,711

County Tax Rolls: \$5,006

Accounts Payable: \$0

Greater than 40-year (pipe replacement project): \$81,791

Emergency Response Augmentation: \$37,952

Loan Receivable: \$76,000

Total: \$157,791

Treasurer Murray discussed with the Board the Cash Statement as of November 4, 2021, and the Checks Issued Report from September 2 through November 4, 2021, and stated that there is now \$48,784 in the checking account. For September through October 2021, shows at this point in time that the fiscal year will close for September 30, 2021, with an approximate loss of \$20,000. The reasons for the loss are: The engineering report that cost \$28,000 and was only budgeted for \$6,000; and a new computer and software system was installed for the treatment plant, which went over budget by \$17,000. However, the revenue came in over the estimate of \$19,000.

A motion was made by President Terry to approve the Treasurer's Report and Checks Issued Report for the period stated. The motion was seconded by Director Israel. Roll call vote: President Terry, aye; Director Dyson, aye; Director Whitaker, aye; Director Ellison, aye; and Director Israel, aye. Motion carried.

- B. WATER/STORAGE FACILITIES/CONVEYANCE LOSS:** General Manager Acker discussed with the Board the following: There are several valve issues, due to aging and needing replacements. Due to a positive bacteria test reading in September and a boil water notice released to the community, a resampling test was done and showed that there was no bacteria present. In early October there was water coming out of the middle of the street on Cypress from a service line leak. The leak was shut off, and is in the process of being repaired. Due to a heavy rain event on October 22, 2021, some repairs were required to the upper and lower diversions. Also attended regular and special board meetings.
- C. SAFETY COMMITTEE:** General Manager Acker reported that the new process for safety meetings is conducted on-line. A list of courses will become available and the employees can choose which courses they wish to take. The next Board Meeting will discuss the results of online classics taken.
- D. LEGAL COUNSEL:** Legal Counsel Emrick stated that there was nothing to report, and there will be an announcement on the agenda during this meeting.
- E. DIRECTORS.** President Terry stated that there was nothing to report.

6. OLD BUSINESS:

- A. DISCUSSION AND OR ACTION: CONNECTION FEE. (TERRY).** Treasurer Murray presented IBWD's connection fee history of charges. After the Board discussed the process of increasing the connection fees, it was decided that a resolution for raising the connection fees would be presented and discussed at the next Board Meeting. The motion was made by President Terry for staff to prepare a resolution to be acted upon at the next Board Meeting. The motion was seconded by Director Israel. Roll call vote: President Terry, aye; Director Dyson, aye; Director Whitaker, aye; Director Ellison, aye; and Director Israel, aye. Motion carried.
- B. DISCUSSION AND OR ACTION: GRANT APPLICATION UPDATE. (DIAL/HACKETT).** Plant Operator Dial stated that IBWD's grant application has been submitted and should be notified of grant approval by the next Board Meeting. In addition, an IBWD Logo was utilized to increase the professional look of the grant application. The Board will discuss this logo for approval and adoption at the next Board Meeting.
- C. ANNOUNCEMENT: NOVEMBER 17, 2021, ORAL ARGUMENTS PURSUANT TO MOORES VS. IBWD APPEAL. (TERRY).** President Terry announced that the appeal is coming to a ruling and there will be six oral arguments made electronically on January 17, 2021.

- D. DISCUSSION AND OR ACTION: FISCAL YEAR OCTOBER 2021 TO SEPTEMBER 2022, ADOPTION OF FINAL BUDGET RESOLUTION. (MURRAY/DIRECTORS).** Treasurer Murray discussed with the Board of Directors the approval of the budget for Fiscal Year 2021 to 2022, and adoption of Resolution 2021-06. President Terry made the motion to approve the budget for Fiscal Year 2021 to 2022 and adopt Resolution 2021-06 to raise the usage rate to \$0.67 per 100 gallons and the availability rate of \$108.56 per month. Director Israel seconded the motion. All voted ayes. Motion carried.

Discussion with Treasurer Murray, the Directors, and guest William Moores regarding balancing the budget. After discussion, Treasurer Murray stated that before the next Board Meeting, there would be a meeting with the IBWD Finance Committee to resolve questions regarding balancing the budget

7. NEW BUSINESS:

- A. DISCUSSION AND OR ACTION: SELECTION (BY BOARD VOTE) OF NEW BOARD MEMBERS TO FILL WHITAKER AND ELLISON VACANCIES, EFFECTIVE NOVEMBER 3, 2021, CANDIDATES HEATHER HACKETT, MEL KIMSEY, AND SANDRA REGAN. (DIRECTORS/MURRAY/EMRICK)** President Terry stated that the three candidates: Heather Hackett, Mel Kimsey, and Sandra Regan have submitted applications, and the applications have been reviewed by the Board. President Terry made a motion to accept the nominations of the three candidates and directed a vote by the Board of their top two choices. Motion was seconded by Director Israel. All voted ayes. Motion carried.

After the official vote tally by Treasurer Murray, President Terry made a motion to accept the vote tally for the selection by vote of Heather Hackett and Sandra Regan. Motion was seconded by Director Israel. All voted ayes. Motion carried. President Terry stated the selected candidates will be sworn into office as board members, and officers will be nominated and approved for selection from all the board members at the next Board Meeting

- B. DISCUSSION AND OR ACTION: IMPROVED COMMUNICATION TO CUSTOMERS TO ENABLE TEXT MESSAGING PROVIDED BY MCN.ORG LISTSERV. (K.DIAL/ACKER).** Clerk/Accountant Dial discussed the need for improving communications with IBWD customers/property owners to contact them as needed. She stated that the next billing cycle will include a note requesting customers to provide their cell phone numbers and name of their cell carrier providers. This customer information will be utilized for special emergency alerts only and the service/coordination will be provided through MCN.org. General Manager Acker reported that this communication system is presently functioning and when all the customers' cell phone information is added, the process will become operational.

ADJOURNMENT: President Terry moved to adjourn the Public Session of the Board Meeting at 12:06 P.M., and Director Dyson seconded the motion. All voted ayes. Motion carried. The next Board Meeting will be scheduled for Saturday, January 15, 2022.

- 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: Clerk/Secretary Sackman