

MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS
IDYLLWILD WATER DISTRICT

The Board of Directors of the Idyllwild Water District met in regular session on December 17, 2014.

CALL TO ORDER:

The meeting was called to order by President Billman at 6:00 p.m.

ROLL CALL:

Directors present: President Jim Billman, Vice-President John Cook, Dean Lattin, Warren Monroe and Mike Freitas. Also present was Finance Officer, Hosny Shouman, Board Secretary Kelly Clark and General Manager, Tom Lynch.

General public present: (- 3 -)

CONSENT CALENDAR:

MINUTES – November 19, 2014
December 04, 2015

FINANCIAL REPORTS –

OPERATING STATEMENT FOR THE FIFTH MONTH ENDING NOVEMBER, 2014.

DISTRICT WARRANTS FOR NOVEMBER –

CHECK #9927 - #9988	= \$	154,048.43	OPERATING
PAYROLL	= \$	34,860.21	PAYROLL
FEDERAL/STATE PR TAXES	= \$	15,406.35	TAXES
LAIF TRANSFERS	= \$	-0-	LAIF TRANSFERS
TRANSFERS/CHARGES	= \$	61.00	

OPERATIONS REPORT AND GRAPHS FOR THE FIFTH MONTH ENDING NOVEMBER 30, 2014.

No mainline leaks were reported in November. Foster Lake was still dry at the end of November, however there are now three puddles. IWD did not divert water during November and there was no precipitation. There has been 3.59” precipitation for the fiscal year to date. The static water levels at the Foster Lake Wells were 49.5’ below ground level and the downtown wells are currently 24’. Production for November was 930,350 cubic feet. November unaccounted for water was 2.36% of production. A MOTION was made by Vice-President Cook and seconded by Director Monroe to approve the Consent Calendar as modified. The Motion was approved and duly carried with a unanimous vote of all Directors present.

4. UNFINISHED BUSINESS –

WORK IN PROGRESS –

WATER AND WASTE WATER ISSUES – We are still in Stage II. Foster Lake only has a few puddles, and the wells at the Lake remain critical to watch. As we move into the wet season, we will hopefully be able to make some gains in our well levels. While the Lake level is low, staff has had the opportunity to repair the gate valve at the bottom. The valve is now fully repaired, and staff has constructed a new grate which shields the valve from any large debris. Bill Rojas said we will begin diverting water from Strawberry Creek as soon as water is available. He said FVWD may be diverting and their diversion affects ours. Steve Moulton asked what it would take to redo our diversion. Tom said it would be very expensive due to permits and geography requirements. Director Monroe said there is 175 cubic feet per minute in the Creek next to his house. The Oakwood Well rehabilitation is now complete. We backwashed last week, and sent 26 different samples, which we are required to do when reopening a well, into the laboratory for testing, and barring any problems, we should have the well on line in the next couple of weeks.

Staff met with representatives of the Boy Scouts to explore whether we could work cooperatively to restore their well that has been out of operation for several years.

The well site is situated in very close proximity to one of our main lines. If we can reach agreement and determine the well's viability, we could move this well into our system.

We have made excellent progress on restoring our horizontal wells above the Lake. Nine horizontals have passed initial testing, as has the upper portion of the collection line. We are still flushing and treating the lower portion of the collection line, and when this is achieved, we will begin sending our collective sampling into the laboratory for the next level of testing. Concurrently we are in the process of repairing our vertical wells in the same area of Lily Creek. We will shortly set the electrical panel and test the pumps on the wells. We have submitted for a USDA grant to help offset costs necessary for these rehabilitation efforts. We have also submitted for three additional grants that would allow us to improve District infrastructure, including tank and well rehabilitation, replacement of older pipelines, solar upgrades, SCADA, meter enhancements and service vehicles.

We are finalizing the bid documents for the replacement of our sewer effluent line. These documents detail our requirements for the design, hydrology, installation, schedule and implementation features associated with this project. We can put this out to bid in about a month, and anticipate construction could begin in the spring.

We thank our customers for their continued conservation efforts, and we will keep encouraging our customers to continue their conservation efforts in our next newsletter.

ENERGY CONSUMPTION UPDATE – We are measuring the details of our energy consumption for our energy demands for all our operations at the Lake, in order to correctly size our replacement equipment for our solar array. This will take into account our potential energy usage vs. what we would get by sending back excess energy production into the S.C.E. grid. We may be able to get a better economic result by consuming all the energy we produce. Presently, while the system is down, we are losing about \$365 a month in energy savings. Our analysis will take into account the proposed S.C.E. rate increases.

TOLLGATE TANK UPDATE – We initially had some pressure problems in dialing in the valve that controls the filling of the tank and the usage demands from Idyllwild Arts, however, we were able to install some additional controls which appears to have solved the problems. We can schedule a formal ribbon cutting at any time.

CONTINUING EDUCATION AND CERTIFICATIONS – Congratulations to Nick, he has passed his Wastewater III testing and has submitted for his State certification.

OTHER PROJECTS AND MATTERS – We have expanded our outreach to recruit for interns. We now have flyers posted at all the community colleges in our area that offer any type of water or wastewater training, which include San Bernardino, San Jacinto and College of the Desert. We have received some good responses, and we will be interviewing over the next couple of weeks.

We are also soliciting for a full time position with credentials for wastewater treatment. With Steve Kunkle's retirement, we will need back-up for Nick.

We have gathered a significant amount of surplus wiring and brass from old meters. Staff is loading all this metal and will be sending off to recycling. We estimate we may be receiving about \$2,500 for all this material.

We have contacted an auction house in Perris that will be able to auction off four of our old vehicles, the two postal jeeps, a flatbed truck that needs an engine and the Chevy SR 10. We have tentatively scheduled to be in their auction in early February.

We have installed two new meters on our fuel tanks. This will help us monitor our gas and diesel consumption more closely.

The District's application for water recycling is still being considered by the Water Resources Board. The Board has come back with an offer of a 25% grant and a 75% loan at 1% for 30 years. The State representative has indicated that this offer may improve, once funding becomes available from the recent voter approval of Proposition 1.

Congratulations to all our Board members for completing their trainings in ethics and sexual harassment, to stay compliant with FPPC and JPIA requirements.

The Rules and Regulations Committee recently met and made progress on our records retention policy and Board Policies. We will need follow-up meetings, as these are complex documents and destruction will occur sporadically.

5. RESOLUTION #697 - RECORDS RETENTION AND DESTRUCTION POLICY – LIST OF POLICIES TO BE DESTROYED - The Board discussed a records retention policy. The Rules and Regulations Committee have met regarding this policy. With the adoption of a records retention policy, certain records can be destroyed. We will be listing old documents that can be destroyed on our monthly agendas. Director Monroe made a MOTION to adopt Resolution #697 which was seconded by Director Freitas and approved with a unanimous vote.

6. NEW BUSINESS – PROPOSALS FOR ACTUARIAL CONSULTING - The Board reviewed actuarial consulting proposals. The District needs actuarial valuation of post-retirement medical insurance costs. One proposal is from Marvin J. Paull for \$3,500 for a full report and one from Bickmore for full report for \$4,500. Director Monroe was concerned about Mr. Paull’s qualifications and asked if could prepare a presentation for the Board. Vice President Cook was concerned about the single set of assumptions and wondered if the Board could review. He said the unfunded and long-term liabilities needed to be addressed. Following discussion the Board asked Hosny to get additional proposals and decided to postpone a decision until they have more information.

7. ELECTION OF OFFICERS - The Board discussed the annual selection of a President and Vice-President for calendar year 2015. Director Monroe would like to see the officers moved around and nominated Vice-President Cook to be President for the 2015 calendar year. The nomination was not seconded. Director Freitas would like to leave the President and Vice-President as it is and nominated Jim Billman and John Cook as President and Vice-President. The nomination was seconded by Vice-President Cook. Following discussion, nominations were closed and Jim Billman will be President for 2015 and John Cook will be Vice-President for 2015 per the following vote:

AYES:	NAYS:	ABSENT:	ABSTAIN
Jim Billman Mike Freitas John Cook Dean Lattin	Warren Monroe		

8. RESOLUTION #698 - The Board discussed an adjustment for medical benefits in the amount of 1% and an adjustment for the employee salary ranges in the amount of 2% consistent with the consumer price index for the period of calendar years 2013-2014. Director Monroe made a MOTION to adopt Resolution #698, which was seconded by Director Freitas and approved with a unanimous vote.

CORRESPONDENCE: None

DIRECTOR’S COMMENTS: None

PUBLIC COMMENT: J.P. Crumrine asked what Resolution 698 would cost the District. Hosny said it would be \$4,398 for six months.

ADJOURNMENT: Director Lattin made a MOTION to adjourn the regular meeting which was seconded by Vice-President Cook. With a unanimous vote of all Directors present, the regular meeting was adjourned at 7:22 p.m.

IDYLLWILD WATER DISTRICT
BY:

KELLY CLARK - BOARD SECRETARY

APPROVED:
IDYLLWILD WATER DISTRICT

BY: _____
JIM BILLMAN – PRESIDENT