

**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 March 18, 2015.*

**CALL TO ORDER:**

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

**ROLL CALL:**

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

General public present: (- 5 -)

**CONSENT CALENDAR:**

MINUTES – February 21, 2014

FINANCIAL REPORTS – Director Monroe asked that the credit card purchases be broken down.

OPERATING STATEMENT FOR THE EIGHTH MONTH ENDING FEBRUARY, 2015

DISTRICT WARRANTS FOR FEBRUARY –

|                        |      |            |                |
|------------------------|------|------------|----------------|
| CHECK #12812 - #12849  | = \$ | 162,328.04 | OPERATING      |
| PAYROLL                | = \$ | 46,103.70  | PAYROLL        |
| FEDERAL/STATE PR TAXES | = \$ | 13,597.99  | TAXES          |
| LAIF TRANSFERS         | = \$ | -0-        | LAIF TRANSFERS |
| TRANSFERS/CHARGES      | = \$ | 63.00      |                |

**OPERATIONS REPORT AND GRAPHS FOR THE EIGHTH MONTH ENDING FEBRUARY 28, 2015.**

No mainline leaks were reported in February. Foster Lake was still dry at the end of February. IWD did not divert water during February and there was 1.62” precipitation. There has been 13.3” precipitation for the fiscal year to date. The static water levels at the Foster Lake Wells were 49.5’ below ground level which is a little higher than last month due to the rainfall, and the downtown wells are currently 20’. Production for February was 837,910 cubic feet. February unaccounted for water was 8.52% of production. FY unaccounted for average is 4.37%. A MOTION was made by Director Monroe and seconded by Director Freitas to approve the Consent Calendar. The Motion was approved and duly carried with a unanimous vote of all Directors present.

**4. UNFINISHED BUSINESS –**

**WATER AND WASTE WATER ISSUES** – The recent storms had a very small impact on the static well levels at the Lake. However, we remain at the precipice for Stage III. We are evaluating day to day. The storms have done little to impact our water condition. There are only a few puddles on the Lake bottom, but any standing water evaporates quickly. The State water restrictions have been expanded and will be mandated at the end of April. The Oakwood Well rehabilitation testing has been approved by the State, which allows us to bring this well on-line. The estimate for its production is approximately 20 to 25 gpm. We are still awaiting approval from the State on our horizontal wells. We are also in the process of repairing inoperative vertical wells in the vicinity of the horizontal wells to increase needed volume of water. The damaged electrical panel for Well #8 has been repaired, and we are having estimates prepared for the new casings, pumps and motors for Well #8 and Well #11. We also want to move Well #16 into more regular pumping if possible. The District’s application for water recycling is tentatively approved for a combined grant and loan amount by the Water Resources Board staff.

The project initial agreement is currently being drafted for approval and Tom announced that this project should be receiving principal forgiveness of \$1,022,608, WRF Grant of \$511,304 and a remaining CWSRF 1% financing loan of \$511,304 over a 30 year period. Once the initial agreement has been drafted the amount will be confirmed. Our USDA grants for improving our District infrastructure are still going through review at the Federal regional office. The progress on Federal review has been very slow, but we have made continual progress on supplying them with additional financial and capital improvement data to make our grant submittals more competitive. Tom and Hosny attended the Riverside County Board of Supervisor's meeting of March 10<sup>th</sup> to testify in support of our two C.D.B.G. applications regarding security fencing and well rehabilitation. The newly appointed Third District Supervisor, Chuck Washington, asked for an individual follow-up meeting to become better acquainted with the Idyllwild Water District issues. We thank our customers for their continued conservation efforts, and we will keep encouraging our customers to continue their conservation efforts in our newsletters and on our website.

**ENERGY CONSUMPTION UPDATE** – Last month the Board approved the contract with HPE to install the replacement inverters for our solar array. This work is being scheduled and should begin in the next two weeks.

**CONTINUING EDUCATION** – Tom, Hosny and Bill Rojas attended training in San Diego last week to get updates on the latest information in water distribution. The conference was put on by the California Rural Water Association.

**OTHER PROJECTS AND MATTERS** –The three large cedar trees damaged in a recent storm by the Well #23 site were addressed. One of the trees was leaning in a perilous manner and needed to be removed by an outside company. We are still in the process of switching our Internet provider from Verizon to Time-Warner. We have been having persistent problems with maintaining our internet connection and this disrupts our work flow. Time-Warner has provided an attractive bundling which will include telephone and Internet service at pricing less than Verizon. We will need meetings of the Rules and Regulations committee in the next few weeks to discuss revisions to Ordinance #62 (Water Shortage Emergency Plans) and other District policies. Bill Rojas said there has been a leak at Cedar and North Circle. He said this leak will be difficult to locate and repair. There are no live water lines in the area. President Billman asked how old the lines in the area were. Bill said about 40 years. Fern Valley Water District helped IWD by bringing their locator to the area. The locator showed a prominent area in an old line that appears to be the leak. The repair will begin tomorrow.

5. **SEWER EFFLUENT LINE** - Award of Contract for the Sewer Effluent Line Repair / Replacement

The Idyllwild Wastewater Treatment Plant was constructed in 1969. A key component of its operation is a 7,260 foot line that takes effluent from the plant to settling ponds by gravity flow over one mile away. Staff has identified a degradation of this line due primarily to its age, and has developed drawings and specifications for its repair and or replacement. Detailed plans were developed by our contract engineer and distributed to qualified contractors. A notice inviting bids was also advertised on February 3<sup>rd</sup>. A required pre-bid conference was held on February 18<sup>th</sup>. Nine contractors attended for a presentation of the project and a site walk to study the conditions of the pipe location. The bid document contained two alternates, one to utilize a pipe lining technology, and the other to extend the sludge line all the way from the plant to the lower ponds. No contract bids were submitted for the pipe lining option. All contractors submitted for the sludge line extension. A total of five bids were received and opened on March 5<sup>th</sup> with bids ranging from a low bid of \$417,076 for El Co Contractors to a high bid of \$795,735 from WEKA Construction. No contractors submitted bids to repair the existing pipe in-place. EL-CO Contractors is the lowest responsible bidder. The low bid is within the budget estimate for the project and funding is available in the FY 2014-15 budget. Staff recommends the contract be awarded to the lowest responsible bidder, EL-CO Contractors, in the amount of \$417,076. Tom guessed that the line should be complete within 45 days. Director Monroe asked whether the Engineer, Tom Lovejoy, gave the EL-CO a thumbs up and Tom said yes.

Director Monroe made a MOTION to accept the bid from the lowest bidder, El-Co Contractors, in the amount of \$417,076, which was seconded by Director Freitas and approved with a unanimous vote of all Directors present. The Board asked how long the pipe warranty is. Tom said the pipe should have a 50 year warranty, but 100 years can be expected. Director Monroe asked Tom to check the contract for the workmanship warranty and how long the labor is warranted.

6. NEW BUSINESS – GENERAL DISTRICT ELECTION – We have three Directors up for board election this year; Jim Billman, Warren Monroe and Dean Lattin. Candidates can file their Declaration of Candidacy between May 4<sup>th</sup> and May 29<sup>th</sup>. Ballots will be mailed July 27<sup>th</sup> – August 15<sup>th</sup>. The mailed ballot election will be held on August 25<sup>th</sup>. Every election, the Registrar of Voters requires District Boards to make a decision regarding who will pay for the candidate’s statement. In the past IWD has required the candidate to pay the cost, which is approximately \$250.00 each. Candidates are not required to attach a statement when they file their Declaration of Candidacy. Director Lattin made a MOTION that candidates will pay for their own candidate statement, which was seconded by Director Freitas and approved with a unanimous vote of all Directors present.

7. RESOLUTION #700 - The Board will discuss adopting Resolution #700. This Resolution will distribute the financial risk keeping IWD funds secure. We will open a third account with JP Morgan Chase Bank. This bank will insure our funds for a greater amount. This bank is the second largest financial institution in the United States. The account will protect our resources. There is no monthly charge for this account. Director Monroe made a MOTION to adopt Resolution #700, which was seconded by Director Lattin and approved with a unanimous vote of all Directors present.

**CORRESPONDENCE:** None

**DIRECTOR’S COMMENTS:** It was noted that CFO, Hosny Shouman will not be available for the April meeting.

**PUBLIC COMMENT:** June Rockwell posed a hypothetical question that if one person owned two pieces of property, one metered and one not metered. Can one meter be moved to the other lot? President Billman said it is a policy issue. The Board doesn’t want meters to become commodities. June asked Tom if a waiting list has been established. Tom said no, but that as soon as meters are available, or as soon as a different stage is established, the information will be published in the local newspaper. Director Monroe said possible two lots could be combined into one or a well could be drilled on the property. June asked how IWD knows if customer wells affect the IWD wells. Tom said we monitor the wells consistently. President Billman asked her if her question had been answered. She said yes. Mr. Arthur Conner asked if Resolution #451 is in effect in Stage Two or Three. President Billman said that item will be addressed as an Agenda item at the April meeting. Mr. Conner asked how many requests had been made during the current Stage 2. Tom said he should have a compilation for the next meeting. Mr. Billman thanked Mr. Conner for his time. Mr. Steve Moulton asked why Vice-President John Cook hadn’t been at the last two meetings. President Billman said it is an excused absence. Mr. Cook is on an extended vacation for his 50<sup>th</sup> anniversary. He asked how many meetings a Director could miss if they weren’t excused. Mr. Billman said three.

**ADJOURNMENT:** Director Monroe made a MOTION to adjourn the regular meeting which was seconded by Director Freitas. With a unanimous vote of all Directors present, the regular meeting was adjourned at 6:55 p.m.

**IDYLLWILD WATER DISTRICT  
BY:**

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**KELLY CLARK - BOARD SECRETARY**

**APPROVED:  
IDYLLWILD WATER DISTRICT**

BY: \_\_\_\_\_  
**JIM BILLMAN – PRESIDENT**