

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 August 21, 2013.*

CALL TO ORDER:

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

ROLL CALL:

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

General public present: (- 3 -)

CONSENT CALENDAR:

MINUTES –

FINANCIAL REPORTS – Director Billman asked Hosny if the rate for the recycled water loan will change. Hosny said it may go up to 1.99% in October.

OPERATING STATEMENT FOR THE FIRST MONTH ENDING JULY, 2013.

DISTRICT WARRANTS FOR JULY –

CHECK #9057 - #9115	= \$ 122,961.32	OPERATING
PAYROLL	= \$ 36,008.22	PAYROLL
FEDERAL/STATE PR TAXES	= \$ 17,414.44	TAXES
LAIF TRANSFERS	= \$ -0-	LAIF TRANSFERS
TRANSFERS/CHARGES	= \$ -0-	OTHER

OPERATIONS REPORT AND GRAPHS FOR THE FIRST MONTH ENDING JULY 31, 2013. No main line leaks were reported in July. Foster Lake was dry at the end of July. IWD did not divert water during July. There was .01 precipitation and no flow at the Tahquitz Bridge during July. The static water levels at the Foster Lake Wells were 19.5' below ground level and the downtown wells are currently 20'. President Monroe asked what the Foster Lake Wells were during the last Stage 3. Terry said he thought it was 22 or 23 feet. Production is 222 gpm. Well #24 and the FV2 Well will be back in service next week. July unaccounted for water was 5.72% of production and the yearly average is 5.72%. A MOTION was made by Director Freitas and seconded by Director Billman to approve the Consent Calendar. The Motion was approved and duly carried with a unanimous vote of all Directors present.

4. PUBLIC HEARING FOR TOLLGATE TANK - Staff has posted a notice in the Town Crier, online on our website and posted notices at the office, next to the post office and library. Terry said Riverside County approved the tank site agreement yesterday, August 20<sup>th</sup>. Cheryl Tubbs with Lilburn Corp provided a presentation for this project from the Initial Study, the Biological Resource Assessment and a Cultural Resources Report. Following her presentation, President Monroe opened the meeting for public comment, and hearing none the President asked for a vote. Director Cook made a MOTION to revise the Initial Study page 45, clarifying Section XVIII Mitigation Measures to be consistent with the document, Adopt the Negative Declaration made as part of the Initial Study Determination, adopt the Mitigation Monitoring and Reporting Program, and direct the General Manager to file a Notice of Determination with the Clerk of the County Board of Supervisors within 10 days. Motion seconded by Director Billman and approved with a unanimous vote.

5. **ACKNOWLEDGEMENT FOR BILL ROJAS** - Recently Bill was promoted to a Water Tech 2 and accepted additional duties and responsibilities without receiving any salary adjustment. He is a Grade 2 Water Distribution Operator and a Grade 2 Water Treatment Operator. Bill has been working with the Riverside Hazmat office so IWD complies with their requirements. Bill said the State inspector found that IWD was not in compliance with fuel, oils antifreeze and chlorine. They were not labeled and signs needed to be posted and storage of welding tanks needed to be changed. Bill took the course and test, fixed all items not in compliance and now he can train IWD personnel regarding hazardous waste. He said the County came up three times to inspect IWD. Bill entered IWD in the Hazmat program and we have been assigned an EPA number. Recently Bill received a Certificate of Completion for the Title 22 California – Hazardous Waste Generator. IWD has now been classified as a low hazard district. Director Cook asked Bill why he took on this project. He stated that Ed asked him to take care of it. Director Cook said he was impressed that Bill took it on and stated he did a good job. Terry stated that Bill did an outstanding job on the difficult business plan he had to complete. Terry requested the board consider a salary step adjustment (a 2.5% increase) for Bill. Director Cook made a MOTION to increase Bill's salary beginning September 1<sup>st</sup> by 2.5% which was seconded by Director Billman and passed with a unanimous vote.

6. **UNFINISHED BUSINESS - WORK IN PROGRESS –**

WATER – We are continuing to verify the check list of “no usage” for water meters. As we replace non-working meters, our water loss percentage drops. The crew is working with SCE to relocate their power drop to the new pole at FV2 and electric meter can outside the building. We removed the existing power pole that was inside the well building. This relocation work is scheduled for this month. Browning will hook up the new connection to the well equipment so we can use this well. Our crew worked with Koppel Hot -Tap service installing a new 6” gate valve. This tap was on the Delano 6” water line and later will be used for the Toll Gate pipeline project. Steve worked with the water crew to repair a leaking Golden Rod 6” steel water line. This water line had a split in the top of the main. We suspected there may have been water hammering that can occur when a fire hydrant is closed too fast. After rechecking the water main it appeared that a groove in top of the water main may have been caused by a backhoe many years earlier which had weakened the water line.

WASTEWATER – Steve had to replace the Plant's decant pump. There were minor repairs needed for the sewer pond sprinkler system.

GOLDEN ROD TANK PROJECT – The construction of this tank is a week behind schedule. Joe Colon's crew should move on site to begin the 4 week painting schedule. Sandblasting begins tomorrow. We will be ready to connect the tank to the water system about mid-September. Our plan is to begin filling the tank before the end of September.

IAF WATER SERVICE PROJECT – The welder began work yesterday. There is about one day's welding work needed to complete the installation.

WATER SHORTAGE EMERGENCY ALERT –STAGE 2 – We have placed a notice in the Town Crier that a Stage 2 will go into effect beginning September 1, 2013. For two weeks we will run an ad in the newspaper and also a newsletter to provide additional information regarding what guidelines are listed in a Stage 2 condition. Under Stage 2 we will reduce the number of Will Serve letters to 5 per year. Terry affirmed that this will be 5 will serve letters, not 5 E.D.U.'s. Currently we have two remaining will serve letters until September 1. We will continue to monitor the groundwater levels and keep everyone informed. Director Cook asked Terry what his goal was with Stage 2. Terry said he would like to decrease usage by 10%. Director Cook asked Hosny to bring back a report to the board with usages in tier one, two and three for the next meeting.

CENSUS SURVEY – We have been notified by the State that, based on the last census survey for Idyllwild that included Pine Cove and Fern Valley, we are not considered a “Disadvantaged Community” (DAC). This would reduce our ability to receive grant funds and we would be offered more loan funds for our proposed Recycled Water project. If we can provide a census survey for Idyllwild to the State it could qualify us as a DAC. We would be able to receive an additional 25% in grant funding for our project. The \$650,000 grant funds would reduce our cost for the R/W project. We need to receive more grant funding to reduce the current State offer of

low interest loan funds. Director Freitas asked, "If we show we are a disadvantaged community, are we guaranteed a grant?" Terry said yes. Director Cook asked if there were still DAC funds available and Terry said yes.

OTHER PROJECTS AND MATTERS - None

7. TOLLGATE TANK PROPOSALS - Terry received two proposals to construct the 300,000 gallon welded steel tank. J.C. Coating Inc.'s proposal is for \$348,900 and includes a turnkey project for the grading and foundation work. The second proposal is from Preferred Tank & Tower for \$351,000, but doesn't include any grading or foundation work. This work would cost an additional \$40,000 to sub-out to another contractor. Joe Colon and Premier Tank, Inc. are completing the Golden Rod tank for us. Terry is very happy with their performance for this tank project. It required dismantling the 100,000 gallon tank, and included the grading work and the tank foundation pad. Terry recommended approval for J.C Coating's tank amount for \$348,900. They are available to proceed with our approval to begin the grading and the tank construction. The plan is to construct the welded tank before the winter season. The tank will need to be put on hold for the painting phase until we have warmer temperatures. In the spring we will complete the interior and exterior painting. Director Cook made a MOTION to approve J.C. Coating's bid of \$348,900, which was seconded by Director Freitas and passed with a unanimous vote.

8. TOLLGATE PIPELINE AND MATERIAL PROPOSALS -

We received two proposals; the first bid is from Inland Water Works in the amount of \$ 34,161.48 and the second bid is from S & J Supply, Inc. in the amount of \$ 27,053.33. Terry requested approval for the S & J Supply bid. At the last board meeting the board approved Idyllwild Backhoe's bid to install the 8" pipeline for \$35,200.00. The CEQA work was approved in the amount of \$12,500 for this project. The Engineer, John Egan, Inc.'s estimate for this project was \$658,800. Our current budget for this project is \$370,000. We were able to save \$225,800 for this project (\$658,800 - \$433,000). Based on the actual costs (\$433,800 - \$370,000) we are over budget by \$63,800 to cover the \$370,000 budget. Terry said this is because additional earthquake upgrades were required following his original budget amount. Director Cook asked what the cost was for the earthquake upgrading. Terry said it was \$40,000 and will be required for future jobs. Staff requests transferring the additional \$63,800 for constructing the Toll Gate tank project. Director Billman made a MOTION to transfer an additional \$63,800 for constructing the Tollgate tank, which was seconded by Director Cook and approved with a unanimous vote. Director Cook made a MOTION to accept the bid from S&J Supply in the amount of \$27,053.33, which was seconded by Director Billman and approved with a unanimous vote of all Directors present. Terry said the job will begin in two weeks, but the painting won't be completed until after winter.

9. RESOLUTION #675 - Sonny, with the State Water Resources Control Board, realized we still need this Resolution. He has reviewed the language in this Resolution and assured us it is correct. He is requesting approval and Terry will forward it to him to complete the final requirement for our Recycled Water funding application. He said this would conclude our application so they can present us an offer for funding our project. Director Cook wanted to ensure that this action wasn't irrevocable, if we don't get the DAC grant. Director Cook stated he is not in favor of accepting a loan without the DAC grant. Director Cook made a MOTION to adopt Resolution #675, which was seconded by Director Billman and approved with a unanimous vote.

10. NEW BUSINESS - AB145 - TRANSFER AUTHORITY - Assembly Bill 145 will transfer from DPH to the State Water Resources Control Board all of the authority, duties, powers, responsibilities, and jurisdiction for the purposes of the California Safe Drinking Water Act and the Safe Drinking Water State Revolving Fund. It will require this bill to be implemented during the 2014/15 fiscal year. We are members of AWWA - the American Water Works Association and ACWA the Association of California Water Agencies who oppose this bill. Terry doesn't support this bill. Director Cook made a MOTION to authorize the President to send a letter in opposition of AB145, which was seconded by Director Billman and passed with a unanimous vote.

**DIRECTOR'S COMMENTS:** President Monroe asked for comments from the Directors. Director Cook said he had an objection to the way attendance for July 24<sup>th</sup> meeting (the July 17<sup>th</sup> meeting was cancelled due to the Mountain Fire) was conducted. He said the scope and breadth of the meeting was larger than any agenda he remembered and he wanted to attend that meeting. He said no attempt was made to find a convenient date for all five directors and no poll was taken of the directors.

IWD Board Meeting, 8/21/13, Director's Comments, Cont.

Terry stated that he had many projects on the agenda that need to be completed before winter snows halt their completion. Director Cook asked President Monroe if he didn't feel empowered to take charge of the situation, since he is a new President. Director Cook said he was very upset. Terry said it was an urgent meeting due to the evacuation and he had to move as quickly as possible. It's not always easy to accommodate everyone, but he will try harder next time. Director Freitas said when he was on vacation and he wanted to attend a meeting, he posted the meeting at a remote location and attended by teleconference. Mike said he knows Terry always tries to accommodate all five directors and their various schedules for special meetings. Director Lattin said the fire was a very upsetting experience for everyone.

President Monroe said he had several comments to cover.

- He wants to reinstitute a long term strategy for droughts. He would like to reinstate the surface water committee or take a look at the SJMAWA. The sunset clause for the agency is the end of this year. Hosny is getting data about the agency together. Director Cook asked Terry his thoughts about a long term strategy for water. Terry said he already has too many projects on his plate at this time and he would like to focus on completing the personnel manual before any more projects are started. He said it would be a good thing for the new general manager to tackle. President Monroe said he would like to lay the groundwork regarding what to consider and possible solutions. Director Freitas asked when the new GM would be coming in. Terry said he will be writing the job description and hopefully the new GM would be in place in January, since he will be leaving in March. Director Lattin said we need records to identify the information needed. Terry said his goal has been to increase the water storage tanks. The last ten years 1.1 million gallons have been added. He suggested focusing on additional storage.
- He would like a Board Policy instituted as well as reworking the water rules and regulations. One aspect of the Board Policy would be guidelines regarding rescheduling meetings, which would eliminate problems like the one following the Mountain Fire.
- The Board members may be undercompensated. He would like this discussed. Director Cook would like this put on the next Agenda.
- Questions have surfaced regarding a list of employees that should stay in the event of a disaster. President Monroe said the Idyllwild Fire Chief will give a list of employees to the incident commander. Warren would like staff to review NIMS courses.

**CORRESPONDENCE:** None

**PUBLIC COMMENT:** None

**ADJOURNMENT:** Director Billman made a MOTION to adjourn the regular meeting which was seconded by Director Cook. With a unanimous vote of all Directors present, the regular meeting was adjourned at 7:55 p.m.

IDYLLWILD WATER DISTRICT

BY: \_\_\_\_\_

KELLY CLARK - BOARD SECRETARY

APPROVED:  
IDYLLWILD WATER DISTRICT

BY: \_\_\_\_\_  
W. WARREN MONROE - PRESIDENT