

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 February 20, 2013.*

CALL TO ORDER:

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

ROLL CALL:

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

General public present: (- 2 -)

CONSENT CALENDAR:

MINUTES – 1/16/13 -- Director Cook said this should be 12/19/12. It will be changed.

FINANCIAL REPORTS – Director Cook asked if employee insurance costs had increased. Hosny said he is expecting an increase in December 2013. Vice President Monroe asked if numbers could be assigned to items on page three. He also asked if SCE costs had gone down. Hosny said they had dropped \$3,000 this month.

OPERATING STATEMENT FOR THE SIXTH MONTH ENDING JANUARY, 2013.

|                                 |                          |
|---------------------------------|--------------------------|
| DISTRICT WARRANTS FOR JANUARY – |                          |
| CHECK #8714 - #8769             | = \$ 84,229.11 OPERATING |
| PAYROLL                         | = \$ 35,691.97 PAYROLL   |
| FEDERAL/STATE PR TAXES          | = \$ 17,402.62 TAXES     |
| LAIF TRANSFERS                  | = \$ -0- LAIF TRANSFERS  |
| TRANSFERS/CHARGES               | = \$ 33,000.00 OTHER     |

OPERATIONS REPORT AND GRAPHS FOR THE SIXTH MONTH ENDING JANUARY 31, 2013. No main line leaks were reported in January. Foster Lake was 6.5' at the end of January. In January there was 1.03" precipitation and 100 gpm flow at the Tahquitz Bridge. The static water levels at the Foster Lake wells were 18' below ground level and the downtown wells are currently 18'. January unaccounted for water was 14.01% of production and the yearly average is 6.37%. Terry said production was up to 215 gallons per minute due to leaks. A MOTION was made by Director Billman and seconded by Director Monroe to approve the Consent Calendar. The Motion was approved and duly carried with a unanimous vote of all Directors.

4. UNFINISHED BUSINESS

WORK IN PROGRESS –

WATER – We had a high volume of customer calls for water leaks. Approximately a dozen water meter boxes were dug out. Having the dirt around the water meter helps protect our water meters. We had to replace a dozen water meter frost bottoms due to freezing conditions. Director Freitas asked if we insulate the boxes. Terry said we do, but these were on a hillside. The District incurred some water service line leaks on our side. When we were conducting meter reads around the first week, the crew noticed many repairs were needed and created a list. Some of our water meter touch pads were damaged or the meter wires were cut from someone digging in our water meter boxes.

IWD Minutes, 02.20/13, cont.

WASTEWATER – The crew performed the normal daily preventative maintenance programs. Nick's Unit 7 truck had a transmission problem. This Dodge was ready to be replaced and will be put into storage at Foster Lake with the other equipment. One day we will sell the old equipment and additional items. We took the quarterly water samples for the three monitoring wells near the ponds.

WELL #23 – The major installation and electrical work has been completed. The Well increased from 28gpm to 55gpm after improvements. This improvement will increase our total well supply to 654gpm. We are awaiting the final water sample results before we can put this well back into service. The building exterior still requires painting. Director Freitas asked what size pump the well had. Terry said it is a 7 horsepower. It could pump more, but there is a 55 foot drawdown and Terry doesn't want it to suck air.

TOLL GATE TANK SITE – Terry is working with Marc Brewer, Senior Planner with the Riverside County Park District. They will finish the final details to complete the tank site agreement. Lee Arnson, Land Surveyor, has begun to provide the survey for the road, pipeline and tank easements. His work will include an Exhibit "A" - a plot map & Exhibit "B" - the legal easement for the road and pipeline descriptions that will be attached with the agreement.

OTHER PROJECT AND MATTERS – Final Propane Tank Inspections – The State Inspector was here to inspect corrections made to the list he provided. We will receive new propane permits for our five tanks.

5. DISTRICT DRAFT PERSONNEL POLICY - The Personnel Committee and staff met with Steve Keyzers, HR Alternatives to discuss the third revision for the policy. We have received the corrected draft from Steve and our plan is to forward it to the attorney, Geoffrey Hopper & Associates for review. After his review and corrections we will provide the policy to the employees for their review and comments. Early retirement, job descriptions and District forms will need to be included. When we have completed the policy we will bring it to the board for consideration of approval.

6. FOSTER LAKE WATER LEVELS - We are continuing our monitoring program for the Foster Lake water levels. Currently the Lake water level is 6.5 feet. This level remains low, since the Lake level is full at 18 feet. The Foster Lake normal static well water level is the same at 18 feet. We have a Water Conservation Stage 1 sign located at the District office. We will locate other signs throughout the District. We are monitoring downtown wells, especially those near the creeks. Although Stage 1 is a "voluntary" compliance to reduce the amount of water used, there are the following recommendations; immediately repairing leaks, (we had about 50 water leaks from the recent freeze); preventing irrigation water runoff; refraining from washing sidewalks, driveways and parking areas; and refraining from sprinkling unplanted areas for dust control. Each month we will provide an update on the status of our groundwater levels.

7. NEW BUSINESS – OAKWOOD WELL TREATMENT PLANT– We will begin the installation of equipment for a new water treatment plant. This treatment plant will increase the well water pH to improve the quality of water. The District purchased this existing well with the understanding that we would correct the well pH level. We purchased the water treatment equipment, currently in storage, for our crew to assemble. This well will increase our total water supply by an additional 30 gpm. We will connect it to our water system. When we have the time our crew will be working on the necessary improvements for this well. The treatment plant will use a new media that will improve the water quality. Vice-President Monroe asked how much it could cost. Terry said there is \$5,000 budgeted.

8. TANK BIDS - This year we have a \$200,000 budget to replace the 100,000 gallon Golden Rod tank. We have received bids for dismantling the Golden Rod tank and constructing a new 200,000 gallon welded tank. Joe Colon Coatings, Inc.'s bid was \$221,500, including the foundation. The bid from Preferred Tank & Tower was \$258,000, excluding the foundation. Terry recommended approving the low bidder, Joe Colon, for \$221, 500 plus \$30,000 to cover miscellaneous costs such

as soil compaction tests, tank coating inspection, relocate the inlet pipeline and hooking up the inlet water line to the new tank.

IWD Minutes, 02.20/13, cont.

Vice-President Monroe made a MOTION to accept the bid from J. Colon Coatings, Inc., with additional funds from reserves added in the amount of \$51,500 (\$21,500 for J. Colon Coatings and \$30,000 for miscellaneous costs). The Motion was seconded by Director Cook and approved with a unanimous vote. Terry will sign the contract.

9. RESOLUTION #660/LAIF SIGNATURES - We need to update the signatures for our Local Agency Investment Funds (LAIF). Kelly has provided the list of names and signatures for this account. Vice-President Monroe made a MOTION to adopt Resolution #660, which was seconded by Director Cook and approved with a unanimous vote.

DIRECTOR'S COMMENTS: None

CORRESPONDENCE: Letter to IAF

PUBLIC COMMENT: None

ADJOURNMENT: Director Cook made a MOTION to adjourn the regular meeting which was seconded by Director Billman. With a unanimous vote of all Directors present, the regular meeting was adjourned at 6:40 p.m.

IDYLLWILD WATER DISTRICT

BY: \_\_\_\_\_  
KELLY CLARK - BOARD SECRETARY

APPROVED:

IDYLLWILD WATER DISTRICT

BY: \_\_\_\_\_  
ALLAN MORPHETT - PRESIDENT