



## MINUTES OF REGULAR MEETING OF THE BOARD OF DIRECTORS

IDYLLWILD WATER DISTRICT  
25945 Highway 243  
Idyllwild, CA 92549

August 17, 2022 – 6:00 P.M.

Pursuant to AB 361 and action taken by the Board pursuant to such, this meeting will be held in person and virtually.

### AGENDA

#### CALL TO ORDER

President Schelly called the meeting to order at 6:00 p.m.

#### ROLL CALL

President Schelly, Vice President Szabadi, Director Kunkle, and Director Gin, and were physically present, Director Olson was present via Zoom. General Manager Havener and Chief Financial Officer Shouman were physically present with Co-General Counsel Guiboa and Human Resources Counsel Shauna Amon attended via Zoom.

#### PUBLIC COMMENTS

Steve Moulton inquired about the spring water on Toll Gate Road.

#### 1. CONSENT CALENDAR

##### A. MINUTES

Regular Board Meeting: July 20, 2022  
Special Board Meeting: August 3, 2022

##### B. FINANCIAL REPORTS

1. Income statement for the one-month ending July 31, 2022
2. District warrants for July 2022
  - Check #17251 – 17302 = \$ 183,975.37
  - Gross Payroll = \$ 62,833.00
  - Federal/State PR taxes = \$ 4,802.00
  - LAIF Transfers = \$ 0.00
  - Transfers/charges = \$ 408.00

##### C. OPERATIONS REPORT

##### D. CONSIDER CONTINUATION OF REMOTE MEETINGS PURSUANT TO AB



**361 AND MAKE REQUIRED FINDINGS**

Board of Directors will consider continuing remote meetings pursuant to AB 361

**DIRECTOR COMMENTS**

Directors Olson and Vice President inquired about the Operations Report. President Schelly mentioned leaks are an issue with the aging infrastructure.

**PUBLIC COMMENTS**

None

**A MOTION** was made by Director Olson to approve Consent Calendar. Director Gin seconded.

The vote was as follows:

**AYES**

Director Gin  
Director Kunkle  
Director Olson  
Vice President Szabadi  
President Schelly

**NAYS**

**ABSTAIN**

**ABSENT**

Motion approved.

**INFORMATION**

**2. GENERAL MANAGER REPORT**

General Manager Havener presented the report and addressed questions.

**DIRECTORS COMMENTS**

Director Kunkle inquired about the well abandonments.

**DISCUSSION ITEMS**

**3. EMPLOYEE MANUAL**

**DIRECTORS COMMENTS**

Vice President gave an overview updating the Employee Manual and major modifications.



Human Resources Counsel Shauna Amon provided clarity of various items in the Employee Manual.

The Board agree to the following changes to the Employee Manual:

- Grand Jury – Remove employee payment
- Appeal Process – Improve clarity
- Injury Prevention Program – Create
- Jury Duty – District will pay employee working 10 days

#### **PUBLIC COMMENTS**

None

#### **4. INVESTMENT POLICY – DISCUSSION OF INVESTMENT POLICY AND OPTIONS**

#### **DIRECTORS COMMENTS**

Chief Financial Officer Shouman gave an overview of the current financial and pension situation.

Board members discussed various options.

The Board is willing to consider financial options that the employees find beneficial.

#### **PUBLIC COMMENTS**

Steve Moulton inquired about employee and district contributions to the pension plan.

#### **ACTION ITEMS**

#### **5. BOARD OF DIRECTORS WILL CONSIDER APPROVING BARTLE WELLS ASSOCIATES (BWA) PROPOSAL OF \$30,850 FOR A DISTRICT 5-YEAR RATE STUDY, YEARS 2023 – 2028, AND DEVELOPMENT OF A 5-YEAR RATE STRUCTURE FOR WATER AND WASTEWATER SERVICES**

Board of Directors will consider approving Bartle Wells Associates (BWA) proposal of \$30,850 for a district 5-year rate study, years 2023 – 2028, and development of a 5-year rate structure for water and wastewater services.

#### **DIRECTORS COMMENTS**

General Manager gave an overview of the proposals and answered board inquiries.

Director Kunkle mentioned that NBS created the current 5-year rate structure and believe they did a good job and suggested they be given the opportunity to perform the new rate study.

Director Gin and Olson asked for clarifications on various items and why BWA.



Vice President Szabadi asked if BWA has litigation experience defending their rate structures.

**PUBLIC COMMENTS**

None

**A MOTION** was made by Vice President Szabadi to approve Bartle Wells Associates (BWA) proposal of \$30,850 for a district 5-year rate study, years 2023 – 2028, and development of a 5-year rate structure for water and wastewater services. Director Olson seconded.

The rollcall vote was as follows:

<b><u>AYES</u></b>	<b><u>NAYS</u></b>	<b><u>ABSTAIN</u></b>	<b><u>ABSENT</u></b>
Director Gin	Director Kunkle	President Schelly	
Director Olson			
Vice President Szabadi			

**Motion approved.**

**DIRECTORS COMMENTS**

Director Kunkle asked staff if Specialized Utilities Service Program has sent the financial information, they said they would provide, which has not received. General Manager Havener will contact SUSP to obtain the information.  
Vice President Szabadi inquired about the water policy status.  
Director Olson requested the monthly financial statements have comparisons.  
President Schelly requested the Vehicle Use Policy be on the September Board meeting.

**ADJOURNMENT**


Board adjourned at 7:42 p.m.

IDYLLWILD WATER DISTRICT

BY: 

Leo Havener  
BOARD SECRETARY

IDYLLWILD WATER DISTRICT

BY: 

Dr. Charles Schelly  
BOARD PRESIDENT