



REGULAR MEETING OF THE BOARD OF DIRECTORS

IDYLLWILD WATER DISTRICT

Meeting Location Has Moved To

**Idyllwild Branch Library
54401 Village Center Drive
Idyllwild, CA 92549**

August 18, 2021 – 6:00 P.M.

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, Director Olson, and Director Gin, on Zoom, were present. General Manager Leo Havener and Chief Financial Officer Hosny Shouman were also present.

PUBLIC COMMENTS

None

INFORMATION

Resignation letter from Ana Trejo as Board Secretary

1. CONSENT CALENDAR

A. MINUTES

Regular Board Meeting: July 21, 2021

B. FINANCIAL REPORTS

1. Income statement for the first-month ending July 2021
2. District warrants for July 2021

Check #16678 – 16734	= \$	238,627.08
Gross Payroll	= \$	69,160.00
Federal/State PR taxes	= \$	10,029.00
LAIF Transfers	= \$	0.00
Transfers/charges	= \$	0.00

C. OPERATIONS REPORT



DIRECTORS COMMENTS

Director Olson requested financial comparison from of the current fiscal year to last fiscal year be included in the Financial Report. Directors Kunkle and Gin inquired about expenses. Vice President Szabadi requested water usage comparison to previous year.

A MOTION was made by Vice President Szabadi to approve the 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.

D. GENERAL MANAGER REPORT

General Manager Havener gave his report and addressed questions.

DISCUSSION ITEMS

2. WATER AND SEWER RULES

The Board directed staff to review existing water and sewer policies, modify where needed, and bring back to the Board once completed. Areas of concern for water are determining drought stages and conservation. Sewer concerns are capacity limits and when to halt will serve letters.

3. EMPLOYEE MANUAL

The Board directed staff to update the existing Employee Manual. Areas of concern are employees being at-will and process for handling disputes.

ACTION ITEMS

4. CRWA WWPT PRELIMINARY ENGINEERING REPORT V.1 AND APPROVAL OF PROFESSIONAL SERVICES AGREEMENT AND TASK ORDERS IWD-01 & IWD-02

Board of Directors will consider moving forward with the planning, engineering



and construction of a new Wastewater Treatment Plant (WWTP) and approve the following:

- Specialized Utility Services Program, Inc. – Professional Services Agreement
- Task Order: IWD-01, Dated: 6/30/2021
- Task Order: IWD-02, Dated: 7/15/2021

DIRECTORS COMMENTS

Nathan Thomas, Engineer for California Rural Water Association, was in attendance to provide technical expertise and answer questions. Directors asked a series of technical and financial questions. Mr. Thomas stated that storm surge is an issue for the existing WWTP. He also mentioned that the plant has outlived its useful life, and would be better and cheaper to replace the plant than to modify. Nichole ?, Title?, informed the Board that there are funding and grants available with California State Revolving Fund and USDA. USDA has a 50/50 grant (matching funds) that is available for construction projects. Mr. Thomas stated that Task Order IWD-02 is required to be completed prior to applying for construction grants.

A MOTION was made by Vice President Szabadi to approve Specialized Utility Services Program, Inc. – Professional Services Agreement, Task Order: IWD-01, and Task Order: IWD-02. Director Olson seconded.

The vote was as follows:

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

Motion approved.

5. CIP - BOARD ROOM CONSTRUCTION

Board of Directors will consider approving Eric Townsend Construction Company (ETCC) Proposal and Contract (“Change Order”) to expand current scope of work as set forth in ETCC Contract, dated July 27, 2021. The total amount of the Change Order is \$17,500 and covers cost of repair to unforeseen Board Room floor issues.



DIRECTORS COMMENTS

Eric Townsend was in attendance and provided technical expertise and an overview of the problem with the existing floor. Directors asked a series of questions and Mr. Townsend addressed.

A MOTION was made by Vice President Szabadi to approve Eric Townsend Construction Company Proposal and Contract (“Change Order”). Director Gin seconded.

The vote was as follows:

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

Motion approved.

6. UNIFORM POLICY

Board of Directors will consider approving changes to Employee Manual, Section 2.27 – Uniforms.

DIRECTORS COMMENTS

General Manager gave a brief explanation of the policy modification.

A MOTION was made by Vice President Szabadi to approve changes to Employee Manual, Section 2.27 - Uniforms. Director Gin seconded.

The vote was as follows:

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

Motion approved.



DIRECTORS COMMENTS

President Schelly announced there will be a Special Board meeting on Friday, August 20, 2021 at Town Hall at 6:00 p.m. General Manager Havener informed the Board he will be on vacation from September 13 – 27, 2021. Mr. Havener also informed the Board that he will be attending Board Secretary training and is planning to be the Board Secretary.

ADJOURNMENT

Board adjourned at 7:58 p.m.

IDYLLWILD WATER DISTRICT

BY: 

Leo Havener
INTERIM BOARD SECRETARY

IDYLLWILD WATER DISTRICT

BY: 

Dr. Charles Schelly
BOARD PRESIDENT