

MINUTES OF THE REGULAR BOARD MEETING

IDYLLWILD WATER DISTRICT
25945 Highway 243
Idyllwild, CA 92549

March 20, 2019 - 6:00 P.M.

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

ROLL CALL: Directors present: President Schelly, Vice President Szabadi, Director Kunkle, Director Hunt, and Director Gin. General Manager Mike Creighton, Chief Financial Officer Hosny Shouman and Board Secretary Jeannine Olsen were also present.

PUBLIC ATTENDANCE: 3

1. **CONSENT CALENDAR:**

A. MINUTES – February 13, 2019 & February 20, 2019

B. FINANCIAL REPORTS July 2018

1. Income statement for the Eighth month ending February 2019
2. District warrants for February 2019.

Check #	15281-15316	= \$	170,650.90
Gross Payroll		= \$	58,000.00
Federal/State PR taxes		= \$	16,000.00
LAIF Transfers		= \$	0.00
Transfers/charges		= \$	0.00

Vice President Szabadi made a MOTION to approve the consent calendar and Director Gin seconded. The vote was as follows:

AYES	NAYS	ABSTAIN	ABSENT
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Dr. Schelly
Peter Szabadi
Steve Kunkle
David Hunt
Les Gin

GENERAL MANAGER'S WORK IN PROGRESS:

Foster Lake Complaint: Christine Carson of Aleshire & Wynder, submitted a response concerning the Jeff Smith complaint to the Water Resources Control Board. Still attempting to get clarification as to ERSC Foster Lake Dam Breach Technical Study concerning the capacity of Foster Lake, report indicates that Foster Lake has a capacity of "...approximately 180 Acre-Feet." Under that scenario water would have to rise to about 2 feet over the crest of the dam. Several Records indicate that the "water may be impounded to Elevation 5805, U.S.G.S. datum, as indicated on the construction application filed with Division of Safety of Dams on April 4, 1945. On 2/14/19 water level at

Foster Lake was going over the spillway. As of March 8, 2019, the water level is at the spillway level.

GAC Plant status: Vessel installed and connections made to connect to the filter system- Kyle Taylor has completed the necessary connections to the filter plant effluent line, next step is to order the GAC media and have it placed in the vessel. Following that stage we will have to review the steps necessary to properly chlorinate the effluent prior to sending water to our storage tanks and seek approval from SWRQB.

Systems/staff assessment process (Cross-Training): Have met all staff individually to better understand their perspective on the IWD workload. Developing a Cross-Training Program for each employee, establishing their current skill/knowledge of their jobs and setup a schedule to conduct training. A questionnaire/chart has been given to each employee in an effort to summarize their current skills and capabilities. In addition the SOPs/Protocols will be updated and reviewed with all staff members. Anticipating SOP updates to be completed by May 2019.

Aeration Plant Leak: Staff has completed the repair work (3/7/19) and have tested it and has been deemed fully operational, repair leak cost (— \$1,000.00 + 20 hours staff time.)- Budget was set at \$60,000.

Lily Creek Weir: Near completion- need to add metering system to weir site. Estimated completion date is March 31, 2019. Storm event on 2/14/19 carried water over the Lily Creek top and around it, also washing out the road downstream of the Weir toward the lake, requiring significant repair work.

Annual Water System Report: Inputting data to complete by 3/31/19.

Annual Wastewater Plant Report: Completed, Updating the California Integrated Water Quality System (CIWQS) Report.

Consumer Confidence Report: Has been started, near completion, to be complete by 3/31/19, due date July 1, 2019.

2. **LEACH FIELD ISSUE-REGARDING 25110 COULTER DRIVE IN PINE COVE** – The Board of Directors will consider allowing the property owner at 25110 Coulter Drive to use IWD property for their septic system.

Dave Hunt made a MOTION to REJECT the Leach Line Issue and Director Gin seconded. The vote was as follows:

AYES	NAYS	ABSTAIN	ABSENT
Dr. Schelly			
Peter Szabadi			
Steve Kunkle			
David Hunt			
Les Gin			

3. **EMPLOYEE STIPEND RESOLUTION #757** – The Board of Directors will consider approval of a monthly Stipend for all employees who reside within 6 miles of the district.

DIRECTORS COMMENTS: President Schelly states, it is the desire of the District to have employees reside within close proximity of the district and its customers. Schelly sees the residential stipend as critical long-term recruitment policies for future hiring and keeping current staff. Director Hunt urged the board to directly address the commuting problems, which the highway road closures have imposed on three employees. Director Kunkle’s concern was giving

the stipend to part time employees. Hosny Shouman replied that IWD has only one part time employee which will receive a 75% prorates for part time hours worked.

Vice President Szabadi made a MOTION to approve the Monthly Stipend and Director Gin seconded. The vote was as follows:

AYES	NAYS	ABSTAIN	ABSENT
Dr. Schelly Peter Szabadi Steve Kunkle David Hunt Les Gin			

4. **SOUTH CIRCLE-VILLAGE CENTER DRIVE PIPELINE REPLACEMENT PROJECT:** – The Board will hear an update on the pipeline project.

GM COMMENTS: Creighton told the board he is optimistic that Riverside County Transportation will delay its resurfacing of Village Center Drive in order to allow IWD to install the new pipeline first. IWD is also seeking to coordinate their pipeline work with FVWD’s project, hoping that perhaps one contractor can find less cost.

DIRECTORS COMMENTS: President Schelly instructed Creighton to work with the County Supervisor [Chuck Washington] and get this work done cooperatively. The rest of the board was in agreement with the President.

5. **WELL DRILLING PROPOSAL** – The Board will consider seeking out wells or well drilling sites in an effort to secure additional sources of water in anticipation of upcoming drought years.

DIRECTORS COMMENTS: Director Hunt suggested hiring a well drilling firm in the future while President Schelly feels that IWD should rehab old wells, maintain production wells and drill new wells.

GM COMMENTS: Creighton reported that he is preparing a well assessment report. He will evaluate current wells; assess the value of rehabilitating some seldom-used IWD wells, such as the horizontal wells above Foster Lake, and the opportunities for drilling new wells. If we get the horizontal wells in operation, it will be free water. These wells flow naturally without the need for much, if any, pumping.

6. **RESOLUTION # 758 APPROVING SIGNERS FOR BBVA COMPASS BANK, CHASE BANK AND BANK OF HEMET:** This Resolution rescinds all previous Resolutions that pertain to signatory and adds new signatories to BBVA Compass, Chase Bank and Bank of Hemet.

Vice President Szabadi made a MOTION to approve the SIGNERS for BBVA COMPASS Bank, CHASE Bank and Bank of Hemet and Director Gin seconded. The vote was as follows:

AYES	NAYS	ABSTAIN	ABSENT
Dr. Schelly Peter Szabadi			

Steve Kunkle
David Hunt
Les Gin

7. **RESOLUTION # 759 CHANGE THE DISTRICTS WORK SCHEDULE TO A 4-10 WORK WEEK:**
The board will consider changing the Work Schedule to a 4-10 hour work week.

DIRECTORS COMMENTS: Several directors preferred it be tested, perhaps during the summer with the longer days though Schelly sees the 4-10 work schedules as a critical long term recruitment policy for future hiring and keeping current staff. Director Hunt offered General Manager Creighton and CFO Hosny Shouman Fridays off with pay during the road closure. Hunt agrees with Director Kunkle who feels it will be difficult to implement for the field workers. President Schelly offers the 4-10 schedule to the Office Staff, with the office still open 5 days a week. Mr. Shouman, IWD CFO, suggested that he would take off Fridays and Mike Creighton would have off Mondays, in order to have a manager in the office 5 days a week. Four board members were in agreement to implement the new work schedule.

GM COMMENTS: Creighton believes the new schedule will improve staff accountability, better enable him to monitor work and reduce overtime.. As a recruiting issue, this is good. Creighton feels this will save the District money and energy costs and that studies show that employees with a four-day work schedule are more productive. Employees would save money on commuting to and from work. With longer days allows projects to be completed sooner. I'm requesting you support and trust me.

President Schelly made a MOTION to approve 4-10 Work Schedule for the Office Staff and Vice President Szabadi seconded. The vote was as follows:

AYES	NAYS	ABSTAIN	ABSENT
Dr. Schelly Peter Szabadi Steve Kunkle Les Gin	David Hunt		

8. **CONSIDER THE PURCHASE OF A WATER TRUCK TO CAPTURE THE WATER WHEN FLUSHING WATER LINES:** The board will consider the purchase of a water truck to capture the water when flushing.

Vice President Szabadi made a MOTION to TABLE the Purchase of a Water Truck and Director Gin seconded. The vote was as follows:

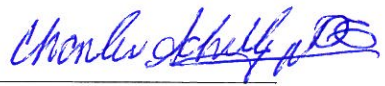
AYES	NAYS	ABSTAIN	ABSENT
Dr. Schelly Peter Szabadi Steve Kunkle David Hunt Les Gin			

ADJOURNMENT: President Schelly made a MOTION to Adjourn the Meeting and Vice President Szabadi seconded. The vote was as follows:

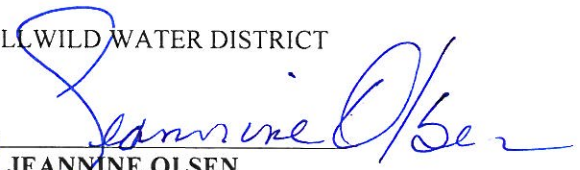
AYES	NAYS	ABSTAIN	ABSENT
Dr. Schelly			
Peter Szabadi			
Steve Kunkle			
David Hunt			
Les Gin			

Adjournment: President Schelly adjourned the meeting at 8:25 p.m.

IDYLLWILD WATER DISTRICT

BY: 
DR. CHARLES SCHELLY-
BOARD PRESIDENT

IDYLLWILD WATER DISTRICT

BY: 
JEANNINE OLSEN
BOARD SECRETARY