

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS OF THE
KINNELOA IRRIGATION DISTRICT**

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JANUARY 18, 2000

MEMBERS PRESENT: Directors Brain, Matthews, Schindler, Sorell and Stock

STAFF PRESENT: Jean Di Angelous, Chris Burt, and Shirley Burt

CALL TO ORDER: The meeting was called to order by the Chair, Stephen Schindler, who noted that all five members were present thereby constituting a quorum. The Agenda was then approved as presented.

PUBLIC COMMENT

Mr. Thomas commented that he appreciated receiving the annual report of water usage that was sent to each customer.

Mrs. McKenna asked if a contract had been signed with the Kinclair Partners and was told

KINCLAIR PROJECT

The General Manager reported on a meeting that had been held in Terry Kerger's office at the request of Bert Tibbet. Mr. Tibbet requested information regarding the following-

- 1) The water line up the access road off Brambling Lane -- It appears that the footing for the road would interfere with the water line and Mr. Kerger stated that he would look into the matter.
- 2) The access road to the Tank site -- It does not appear on the plans. Mr. Kerger explained that those plans had not yet been drawn nor had they been requested yet by the Developer.
- 3) What else has to be done -- Mr. Kerger stated that plans for the Eucalyptus Booster Station, West Tank and Sage Tank, and the Sage Tank Booster Station were still needed and had not been requested. In addition there were easements that were not described and also the plans for the Distribution system still needed final approval.

The General Manager stated that he alerted Mr. Tibbet to his concern that Mr. Chang is laboring under the delusion that once the backbone of the system is installed, namely fire hydrants and services, that he will have water to build. However, that is not the case because without the two tanks and booster station he will not have enough pressure to maintain approved fire protection nor landscape watering.

Mr. Kruse then reviewed the updated version of the contract (a copy of which is attached to these minutes) noting specifically the following-

- On page 5, paragraph 8 -the fixed prices for the various services
- On page 7, paragraph 16-the District costs for the various participation projects
- On page 9, paragraph 22-the Septic system and Escrow Account
- On Exhibit I, Item I-the Fire Hydrants, telemetry, etc.
- On Exhibit 8-the Covenants, Conditions, & Restrictions (CC&R's)

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Director Schindler asked if information had been obtained regarding the septic system as regards to the use of leach lines vs. cesspools.

The General Manager reported that he had contacted Mr. Ross Holton of Petra Company who is the design engineer for the septic system and has been associated with this project since 1993, and that he stated the following-

- 1) the County has not specified any septic system for the project at this time.
- 2) that Petra still has the system in the study stages as no arrangements have been made to get started nor have any perc tests been made.
- 3) that he thought only two of the lots were on 100% fill and these would be the only ones that would have to go to bedrock.

Mr. Kruse then asked if the Board wished to review the contract further and if not he would like to send the contract to the Developer for their response. The Board agreed to send the contract to the Developer.

BUDGET 2000

The proposed budget was presented which incorporated the suggestions from the prior meeting and the actual figures for the twelve months of 1999.

Director Stock questioned where the line item for the Master Plan is located, as well as the additional costs involved with the rate study. He also indicated his concern for being able to track the costs associated with each item.

Director Brain asked whether Director Stock was concerned about breaking out the staff's time for these projects, because it would appear that staff time is lumped together.

The General Manager stated that he does not delineate on a time card where his time is spent, but that all of the labor is tracked on the time cards for all of the other employees.

Director Stock stated that he had asked that no specific costs be associated with the project list.

Director Schindler stated that the Budget Committee had requested that Staff develop a list of projects and their associated costs.

It was M/S/C (Sorell/Matthews) that the budget be accepted as presented.

FIRE PREPAREDNESS POLICY

Director Schindler stated that he had requested this item be put on the Agenda because he would like to expand the policy into a general Emergency Preparedness Policy. To do this Director Schindler stated that he would like to regenerate the subcommittee and with Board approval would like to remain on the committee. He asked Director Brain if he was interested in being a member of the committee and Director Brain agreed. Mr. Kruse noted that this is an Ad Hoc committee of the Board and is not subject to conditions of the Brown Act.

The General Manager then presented a schematic action plan for the staff to follow in time of a wildfire and asked that the committee consider including it in the Emergency Preparedness Policy.

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Y2K EXPENDITURES

The General Manager stated that all of the expenditures for the Y2K Plan were not yet available as all of the billings had not been received.

Director Stock expressed his concern that the expenditures were greater than the Board had approved according to his understanding and requested that it be noted in the minutes that Director Stock pointed out that the expenditures of \$6,000. in December exceeded the approved amount by 200%.

EMERGENCY GENERATOR RENTAL

Director Stock stated that he had a good discussion with the General Manager regarding the Generator Rental and that he thought the flow chart was the outcome of that discussion. He stated he would like the record to reflect that he thought the expenditure of \$4,000. for the rental of generators in December was an unnecessary expenditure and that the decision was based on inadequate information and that the Flow Chart, which Jean has prepared, should specify the necessary information required for any last minute emergency decision.

Director Sorell stated that in all fairness he would like to make a statement.

Director Schindler asked Director Stock why this is contrary to what he stated and agreed to at the last meeting.

Director Stock stated that he had investigated and changed his mind. He also stated that Jean and he resolved the issue and they have learned from the problem what Director Stock saw as the problem.

Director Sorell stated that he would like the record to reaffirm that the Board recognized that the General Manager acted within the scope of his authority and exercised the best professional judgment under the circumstances and that as a Board we generally defer to his professional judgment. He also stated that had the fire spread, and he had not made the decision to rent the generators, no one would have credited him with saving money.

Director Matthews stated that the General Manager had contacted him but that even if he had not he felt that it was a decision to be made by the General Manager, anyway, using his best judgement. He stated also that even though he supported him in his decision he felt that it was a decision to be made by the General Manager under all circumstances and while he appreciated the notification he did not think it was up to the Board Members to decide whether to rent a generator in an emergency. He further stated that he supported the decision and it was an emergency and the fire could have threatened a portion of the District and just because it didn't doesn't make it a bad decision.

Director Schindler stated that he also supported the statements made by Director Matthews.

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GENERAL MANAGER'S REPORT

Master Plan -- The Plan will be presented at the next meeting

Policy and Procedures Manual -- The document will be available by the next meeting.

Planned Maintenance Program -- is attached to the budget

Newsletter -- All of the articles have been written, one of which has been written by the Chair.

The draft will be sent to the Directors before being printed.

Public Relations Committee -- A new member needs to be appointed since Mr. Lutz is no longer on the committee.

REVIEW OF MINUTES

The minutes of January 4, 2000 will be presented at the next meeting.

REVIEW OF FINANCIAL REPORT

The financial report of December 31, 1999 was approved for filing as presented.

ADJOURNMENT

The next meeting of the Board will be held on February 15, 2000.

Respectfully submitted,

Shirley Burt
Acting Secretary