

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS OF THE
KINNELOA IRRIGATION DISTRICT
ADJOURNED MEETING
MARCH 23, 1999**

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January 19, 1999

CALL TO ORDER

Members present: Directors Lutz, Schindler, Sorell and Stock

Staff present: J. Di Angelous, C. Burt, and S. Burt

Counsel present: W. Kruse; Lagerlof, Senecal, Bradley, Gosney and Kruse

Presentors present: Allan Donnelly; Kinclair Partners

Rusty Smith; MicroSepTec

Bob Spurgeon; MicroSepTec

The meeting was called to order by the Chair-Director Sorell. The Agenda was unanimously approved following a motion by Director Schindler, seconded by Director Stock.

KINCLAIR TRACT

Mr. Kruse introduced Mr. Donnelly from Kinclair Partners who then introduced Mr. Smith from MicroSepTec Company. Mr. Smith distributed Engineering Packets to the Board and gave the Board an in-depth discussion of the operation of the system.. At present the system has not received the approval of the authorized regulatory agency for this area which according to Mr. Donnelly is the Regional Water Quality Board. Kinclair Partners are very impressed with the system and are considering the system for the 21 home development at the top of Kinclair Drive. Following the presentation an invitation was extended to visit the plant and view the system in operation.

GENERAL MANAGER'S REPORT

Hi Pressure Tunnel

The General Manager reviewed the letter dated December 31, 1998 from OES which was in response to the District's request for a time extension of completion of the project. They granted an extension to January 10, 1999 which is insufficient time and staff will be sending in an appeal to this decision which must be submitted within 60 days.

Employee Handbook

Director Stock reported that the committee is still working on this project in conjunction with the other two manuals --Policies and Procedure Manual and the Illness and Prevention Policy Manual. Director Matthews noted that it has taken time to determine those items that are discretionary and those items that come from the water code and are required. The committee is hoping to have the draft ready for review at the February meeting.

PROPOSED REVISION OF RESOLUTION 98-8-18a DELINQUENCY CHARGES

Mr. Kruse stated that there is a need to amend the resolution so that it is clear that the delinquency and interest charge runs by reference to the due date printed on the statement instead of 60 days from the date that the bill is rendered. The motion was made by Director

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Stock and seconded by Director Schindler to amend the motion as presented. It was unanimously approved.

CONTINUATION OF THE MINUTES OF JANUARY 19, 1999 (PG.2)

The General Manager brought to the Board's attention a letter from Mr. McDannel, a resident in the area, who is requesting that the District install a meter service on the south side of Eaton Canyon Road near the Kinneoloa Canyon intersection. He then introduced Mr. McDannel who described the need for water at this project site that had been developed by volunteers and the City of Pasadena. The plantings will require water and at present there is no water service in the area. Mr. McDannel stated that his request is for a meter installation at no cost. Director Lutz made a motion that the district provide installation at no cost. Director Lutz made a motion that the District provide this service as a good public relations gesture. The motion died for want of a second.

Director Matthews asked if Mr. McDannel had made a request to the City of Pasadena and he indicated that he had not. The General Manager noted that this land is outside of the District's service area and that it is in the City of Pasadena's jurisdiction. Mr. McDannel was directed to contact the City of Pasadena and see if they will install the service. If they won't and will give permission for the District to serve the area, then that permission will have to be in writing. The General Manager noted also that this could be a fairly expensive project and that monies from the installation would have to come from the District's operating fund. Director Sorell stated that at this time the matter would be deferred pending a decision from the City of Pasadena.

PUBLIC RELATIONS COMMITTEE REPORT

Director Schindler reported that the committee had met the previous week and had come up with the following suggestions:

- that a more informal newsletter be printed on the back of the water bill
- there would be one topic presented that would be of interest to all customers
- five or six topics have been listed -articles would be written by Board Members or staff
- committee is open to suggestion of topics to be presented.

ANNUAL REVIEW OF BOARD CHAIR POSITION

Director Lutz suggested that either Mel or Jay assume the Chair position. Director Schindler suggested that the Chair remain the same for another year. A motion was made by Director Schindler that Steve Sorell remain as Chair for the coming year and the motion was seconded by Director Stock. The motion passed with Directors Matthews and Lutz voting no.

REVIEW OF MINUTES

The minutes of December 21, 1998 were approved as presented.

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CONTINUATION OF THE MINUTES OF JANUARY 19, 1999 (PG. 3)

REVIEW OF FINANCIAL REPORT

The Financial Report of December 31, 1998 was approved as presented.

ADJOURNMENT

The meeting was adjourned and the next meeting will be on February 24, 1999 due to a conflict in the schedule of the Chair.

Respectfully submitted,

Shirley Burt
Acting Secretary