

**MINUTES OF THE REGULAR MEETING  
OF THE BOARD OF DIRECTORS OF THE  
KINNELOA IRRIGATION DISTRICT  
OCTOBER 20, 2015**

**MEMBERS PRESENT:** Chair–Sorell  
Directors–Eldridge, Griffith, Johnson, Kilburn

**STAFF PRESENT:** Melvin Matthews, General Manager  
Chris Burt, Facilities Supervisor  
Shirley Burt, Administrative Assistant & Secretary to the Board

**CALL TO ORDER:** The meeting was called to order by the chair at 1942 hours. A quorum of Board Members was present and the Agenda was approved as presented.

**PUBLIC COMMENT:** No persons present

**EAST TANK-WEST TANK CONNECTOR PIPELINE PROJECT:**

The **General Manager** reported that the Plans and Specifications for the project were essentially completed and that he was planning to put the project out to bid in early January with the project to be started in April. He noted that things such as the weather could change the timeline for the project.

**Director Griffith** questioned whether the easements had been obtained for the project and the **General Manager** replied that all the properties involved already have a general utility easement on the property. The **Board** recommended that the General Manager notify the property owners by letter about the Project so that any concerns or questions could be addressed before the project is started. The **Board** also recommended that if there is no feedback from the Property Owners that the Project be put out to bid in late December rather than early January.

**GENERAL MANAGER’S REPORT:**

The Board reviewed the report as submitted in the packet.

**Director Griffith** inquired as to the current process for mailing the bills since the current mailing house will no longer be used and the **General Manager** replied that currently the Bills are being completely handled in house.

**REVIEW OF MINUTES:**

The Minutes of September 15, 2015, were reviewed and approved as submitted.

**FINANCIAL REPORTS:**

The Financial Reports for September 30, 2015, were reviewed and approved for filing.

**ITEMS FOR NEXT AGENDA:**

Public Hearing-Water Rates

**ADJOURNMENT:**

The meeting was adjourned at 2017 hours. The next meeting will be on November 17, 2015.

Respectfully submitted,

Shirley Burt  
Secretary to the Board