

# KINNELOA IRRIGATION DISTRICT

Regular Meeting – Board of Directors  
1999 Kinclair Drive, Pasadena, CA 91107  
Tuesday, April 20, 2021, 3:00 P.M.

## MINUTES

**Meeting conducted by teleconference under the provisions of Executive Order N-29-20.**

The meeting was conducted by teleconference pursuant to the Brown Act Waivers provided for under the Governor’s Executive Orders in response to COVID-19 State of Emergency. As stated in the agenda, there was no public location for attending the meeting in person, however the public was provided with alternative methods of listening or participating telephonically or by videoconference.

**DIRECTORS PRESENT:** Zoom teleconference/videoconference (Zoom): Tim Eldridge, Gordon Johnson, Gerrie Kilburn and Dave Moritz

**DIRECTORS ABSENT:** None

**STAFF PRESENT:** Zoom: General Manager Melvin Matthews, Office Manager Martin Aragon & Administrative Assistant Krystle Barba

**PUBLIC PRESENT:** Stephen Brown & Paul Beach

**1. CALL TO ORDER:**

Director/Chair Gordon Johnson called the meeting to order at 3:00 P.M. and called the roll. A quorum of Board Members was present. The agenda was reviewed.

**2. PUBLIC COMMENT:**

Paul Beach spoke on behalf on Stephen Brown’s candidacy to fill the Board vacancy representing Division 2.

**3. REVIEW OF MINUTES:**

***March 16, 2021*** – It was motioned by Dave Moritz and seconded by Tim Eldridge to approve minutes as presented for filing. A roll call vote was taken. Directors Tim Eldridge, Gordon Johnson, Gerrie Kilburn and Dave Moritz all voted *Aye*.

**4. REVIEW OF FINANCIAL REPORTS:**

Director Dave Moritz reviewed the Financial Reports. It was motioned by Gerrie Kilburn and seconded by Tim Eldridge to approve Financial Reports for filing. A roll call vote was taken. Directors Tim Eldridge, Gordon Johnson, Gerrie Kilburn and Dave Moritz all voted *Aye*.

**5. GENERAL MANAGER’S REPORT:**

General Manager’s Report was presented, and no actions were taken.

**6. DIVISION 2 DIRECTOR:**

It was motioned by Gerrie Kilburn to nominate Stephen Brown to fill vacancy for Division 2 representative on the Kinneloa Irrigation District Board and there was no second.

A second motion was presented by Tim Eldridge and seconded by Dave Moritz calling for a special election to fill the vacancy of the Director representing Division 2. A roll call vote was taken.

Directors Tim Eldridge and Dave Moritz voted *aye*.

Director Gerrie Kilburn *abstained* from vote.

Director Gordon Johnson voted *nay*.

Since the motion failed, there was no appointment and no call for a special election. Therefore, the appointment can be handed off to the Board of Supervisors requesting appointment of a candidate or deferred to the general election in November 2021.

**7. COVID 19:**

General Manager presented the latest information and statistics regarding COVID 19. The Executive Order is still in effect and allows for remote meetings. There is a Bill currently being evaluated by the legislature that will allow more freedom in the future to hold virtual meetings, or in-person meetings where it's not required to have three Board Members physically in the District office at one time.

**8. INFORMATION ITEMS**

Krystle Barba was introduced as the District's new Administrative Assistant.

**9. DIRECTOR REPORTS AND/OR COMMENTS:**

The Personnel Committee will be scheduling a meeting with each of the District staff members.

Melvin Matthews was asked to send letters out to the residents impacted by the Sierra Madre Villa/Villa Heights pipeline project.

Melvin Matthews was asked to investigate the potential investment necessary for improving the HVAC and Audio/Visual systems at the District office. The results are to be presented at a future meeting.

**10. ADJOURNMENT**

**The meeting was adjourned at 4:07 pm.**

**Prepared and submitted by,**



**Martin Aragon**

**Office Manager/Board Clerk**

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