

**MINUTES OF A REGULAR MEETING
OF THE BOARD OF DIRECTORS OF THE
KINNELOA IRRIGATION DISTRICT
APRIL 19, 2016**

MEMBERS PRESENT: Directors Eldridge, Johnson, Kilburn, Opel
Director Griffith was out of town.

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, Director Kilburn, at 1928 hours. A quorum of Board Members was present and the Agenda was approved as presented.

PUBLIC COMMENT: No members of the public wished to speak.

GENERAL MANAGER'S REPORT:

The General Manager presented his report and the following items were reviewed in detail.

Audit: The Audit review was delayed due to the new requirements of GASB 68. The preparation of the Audit involved obtaining a report from CalPERS for the sum of \$850 which will be an annual expense.

Vosburg Booster Replacement Project: The project is completed and the retention fee of around \$50,000 has not yet been invoiced.

East-West Pipeline Project: Fourteen contractors have received the bid packages and two contractors have notified this office that they will not be bidding.

Pasadena Glen Fire Safe Council: The work has been completed and the bank account is being closed. The remainder of the funds was used to buy evacuation supplies and 18 radios to be distributed throughout the area for emergency use.

Revised Total Coliform Rule: All of the exact changes are not known, but it is understood that the new rules will require more testing and include new items to be tested. **Director Opel** requested more information on the new requirements.

One Call Now: The system has been tested and is ready to be implemented. **Director Eldridge** requested that a subgroup be developed for the Board Members and that they be sent reminders of the Board Meetings close to the time of the meeting.

ACONA MEETING: The **General Manager** stated that the presenters reviewed the projects under consideration to produce new water. There is grant money for one of them. He noted, however, that within the audience a large number of people expressed their disapproval of the projects, even though these are very worthwhile projects.

East-West Pipeline Project: The bids were sent out and the bid opening is on April 29, 2016.

Director Opel stated that he thought the Board had agreed to post the Request for Bids on the Kinneloa Irrigation District website. The **General Manager** replied that the suggestion was considered, but the request had not been posted because of a concern that a large company might bid without having the expertise required for a small project. After further discussion, there was a unanimous decision to have the General Manager post the Request for Bids on the Kinneloa Irrigation District website.

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REVIEW OF MINUTES:

The minutes of March 15, 2016, were reviewed and approved for filing as submitted with the following addition to the end of the General Manager's Report.

"Director Opel suggested that the request for bids for all projects be posted on the Kinneloa Irrigation District website as a way to attract more bidders."

REVIEW OF FINANCIAL REPORT:

The Financial Reports for March 31, 2016, were reviewed by Director Johnson. He requested information regarding the \$3,017.05 paid to the County and the \$2,424.63 paid to the AQMD. The General Manager explained that the payment to the County was for the Barhite project permit and the AQMD payment was for a permit for the new generator.

ITEMS FOR THE NEXT AGENDA:

Public Employee Performance Review
Presentation of Year 2015 Audit

ADJOURNMENT:

The meeting was adjourned at 2050 hours. The next meeting will be a Special Meeting to be held on May 10, 2016, at 4:00 P.M. for a walking tour of the East-West Pipeline Project site. The meeting will then be adjourned until 7:30 P.M. and at that time the Engineer will review the bids and make his recommendation.

The Regular Meeting will be held on May 17, 2016, at 7:30 P.M. but will be preceded by a closed session to be held at 6:30 P.M. for the review of the General Manager's Performance.

Respectfully submitted,

Shirley Burt
Secretary to the Board