

**ELK COUNTY WATER DISTRICT
P.O. Box 54
Elk, California 95432**

**MINUTES
of the
Board of Directors Meeting
on Wednesday, May 2, 2018, 6:30 pm
at the Water District office,
6129 S. Hwy 1, Elk - at the Community Center Annex**

1. **PRESENT: Board Members:** Kermit Carter, Jay Penrod, Eric Malm, Jesse Russell joined the meeting at 7 pm. Denise Georganas was absent.
Staff: Charlie Acker, Manager, Rosi Acker, Secretary and Rio Russell, Operator
Public: no
2. **MINUTES:**
Action: Amendments/changes
Approval of Minutes: M/JP, S/EM, vote: unanimous – no abstention
3. **NEW BUSINESS:**
 - A. Further review of draft for a revised pay schedule for employees: KC: KC submitted a draft which compared pay schedules of other comparative districts. KC will create a new spreadsheet specific to ECWD and also work on a benefit policy and bring it back to the next meeting
 - B. **Introduction of Resolution 2018-001** to change the Unemployment Insurance Plan from a reimbursement plan to a tax-rated plan/ beginning when?: RA: still pending – will all be done in conjunction with a wage policy
4. **PENDING ITEMS:**
 - A. CalEPA (PCUC) complaint/public meeting/further education efforts/update: CA: no news
5. **MANAGER’S REPORT:**
 - A. Manager’s Report: CA: CA met with New World Manufacturing for the tank liner project at Elk Meadows tank.
Sacred Rock Resort requested to have a meter location moved over and CA and RR did it. Well #1 was recovered, installed a pump, tested it three times, 15 gall, w/o doing anything, 22 gall with pressure washing, then backwashed it and came up to 42 gall. Some digging still needs to get done to connect to the pipe that goes to the main tank, and also install a bigger wire to well #4. Considering Harbor House opened and Sacred Rock will shortly, it gives a comfortable cushion for increased water usage.
Some work on bridge project was done – re-design how to get the heavy pipe into the bridge.
 - B. Harbor House project: paving/ Emergency plan/update: CA: Phone line for septic monitoring was installed at HH and Carl Rittiman will monitor the system. It has been confirmed in an email by Andy (assistant to Carl Rittiman) to the District that they have been hired by HH to do the monitoring but it will be some time to get the actual maintenance contract because they are very backed up in terms of paperwork at Rittiman’s office. CA still needs to confer with Roff Barnett (contractor for HH) whether the second phone line at the other end of the project has been installed and is part of the maintenance contract. M/the board formally approves an extension of the time line for getting the contract in place based on Rittiman’s email confirming that a maintenance contract has been agreed upon but not finalized. KC moved, S/JP, unanimous vote
 - C. Update on planning re locating water main inside the highway bridge: CA: He re-designed the project with cast iron pipe and came up with a way to get the heavy pipe into the bridge. The revised application still needs to be filed with Cal-Trans.
 - D. Discussion/**possible action** on new water meters: The Board agreed to install the I-Flow meters

throughout the whole water system, but in stages. RR will ask for a contract as well as specifications on software and necessary tablet.

- E. Installation of a liner in subdivision storage tank: CA: CA met with New World Manufacturing from Cloverdale. The estimate for the full job is \$19,436 but if we do some of the prep work we can save some money – savings are estimated at about \$4-5,000.
- F. Well #1 back in service: CA see above

6. SECRETARY’S REPORT:

A. Bills paid April

Action: Approval for Payment: M/KC, S/JP,
Vote: unanimous, Abstain: no

B. Balance sheet/Budget report/Monthly report April:

C. Review of customer payment status/delinquent accounts/collection on tax rolls

D. Budget vs Actual review: draft budget will be introduced at the next meeting

7. RATE AND FEE STRUCTURE:

8. BOARD POLICY:

9. COMMUNICATIONS FROM THE BOARD:

10. COMMUNICATIONS TO THE BOARD:

11. MISCELLANEOUS: CA announced that on May 22 an ESRI representative (GPS device) will come to show/explain their product. CA suggests to share the cost of a subscription with IBWD

14. ADJOURNMENT: M/JR, S/KC, Vote: unanimous, Time: 7:57 pm

PUBLIC COMMENT:

The Board welcomes participation in the Board meetings. Comments shall be limited so that everyone may be heard. This item is limited to matters under jurisdiction of the Board that are not on the posted agenda and items which have not already been considered by the Board. The Board limits testimony on matters not on the agenda to 3 minutes per person and not more than 10 minutes for a particular subject.

Individuals wishing to address the Board under Public Comment are welcome to do so throughout the meeting. To best facilitate these items, please notify the Chairperson of the Board.