

Indian Creek-Westridge Community Services District Board Meeting  
November 12, 2019  
Christian Science Church, West Line Street and Grandview Drive, Bishop, CA

The meeting was called to order at 6:00 p.m. by Board Chairperson Luis Elias. Present were Directors Jeffrey Anderson, George Batchelder, Dave Mappus, Ted Williams; District Manager Terry Tye; District Operator Don Buser; Assistant Operator Kim Derr; Secretary Stephanie Sheltz.

**Approval of Minutes:** Minutes of the August 13, 2019 and October 8, 2019 meetings were approved unanimously (moved Williams, seconded Anderson).

**Operations and Maintenance Report:** *August:* Fabricated tool shelf. Replaced leaking seal. Mr. Tye and Mr. Buser toured system to prepare for grant priority alterations. Mr. Tye, Mr. Derr and Mr. Buser attended CRWA (California Rural Water Association) class. *September:* Turned off sprinkler system that was flooding at Indian Creek Drive. Located and reinstalled gates that had been removed by vandals in walkway. Notified Sheriff Office that vandalism occurred. Performed temporary fix on Tank 5 compressor. Mr. Tye took iron sampling on Well 3. Sounded Well 4 at twenty-six feet, two inches, which is seven or eight feet higher than it was at the end of the drought. Mr. Buser and Mr. Tye met with Jon Curry of CRWA to discuss grant application. *October:* Annual check on all fire extinguishers. Attended OVGA (Owens Valley Groundwater Authority) meeting. Mr. Derr, Mr. Tye, and Mr. Buser attended CRWA class. Prepared for valve exercise. Flushed hydrants. Caterpillar mechanic replaced heater on Well 5 (within warranty). Followed through on request to fill LPG tank at Well 5. *November:* Fabricated brackets for shelving to store tools. Mr. Buser and Mr. Tye checked on a water leak at residence next to Manor Market. Mr. Tye and Mr. Buser inspected job to replace 2 service valves on Pinon.

Mr. Tye reported that approximately half of the valves are in good condition, which means about twenty can be eliminated from the grant project list. A lot that was recently purchased on Indian Creek Drive generated a new customer, bringing the total to two hundred ninety-seven. Remaining valves that were not exercised will be done by the end of the year.

Mr. Anderson reported that the chlorine level from the pump by his house is too strong. He asked if the pump can be moved. Mr. Tye will address this, probably by getting a different pump and installing it by Well 5. Mr. Tye explained why chlorine is necessary during flushing operations.

Mr. Elias generated a discussion about the iron levels at Well 3. Its iron content had been high, so the state placed us on a sample regime. Mr. Tye explained that if the test that will be done later this year comes back as nondetect, the testing requirements will be lifted. Mr. Tye explained that iron probably accumulates in the casing when the well doesn't run for a while. It dilutes quickly. Mr. Batchelder brought up possible solutions to eliminate iron in this well. Mr. Mappus said that if there was iron in the water, customers would report problems, such as red stains in sinks. Mr. Tye will ask Berger Electric if they can change the system to allow Well 3 to run more frequently.

**Finance Report:** Mr. Tye reported that the balance in the bank stands at \$615,627, including an O & M total of \$257,470 and Capital Funds of \$358,157. Income received in August, September, October: O&M \$53,606 (prepays continue to come in), Capital Funds \$20,412, for a total of \$74,018.

Mr. Tye reported that payment delinquency has improved, and is down to two percent of customers for a total of \$2,063.62. \$4,000 has been recovered in the past six months.

**USDA Grant Update and Alternate Plan:** Mr. Tye reported that the engineering plan was accepted. He is working on environmental requirements. If grant funding does not materialize, the most critical infrastructure needs can be accomplished within two years without depleting the capital improvement fund. Mr. Tye went over the details outlined in the agenda packet.

**OVGA Update:** Mr. Elias handed out the OVGA meeting agenda for Nov. 14, 2019 and the invoice from OVGA for our next contribution of \$22,654.00. He stated that OVGA started with eleven members/entities. Now there are nine, but there will be eight after the upcoming Nov. 14 meeting. Others might withdraw later. Mr. Tye said the invoice for the next contribution will be paid tomorrow. Mr. Elias reported that at the last OVGA meeting they discussed who will stay if our basin designation changes to low priority. In addition to us, the City of Bishop, Inyo County, and Big Pine plan to stay in the OVGA. Mr. Elias thinks Mono County might stay. Tri-Valley's plans are unknown. If paying members leave, the board will have to decide whether or not to release them from their fiscal obligation. Mr. Williams said that the consensus is to move forward. He suggested that no one should be released from obligations unless the priority level changes to low. Mr. Elias explained that there are two non-funding members who have a minimal vote. A consultant continues to work on the plan that must be submitted to the state by basin districts designated medium or high priority.

**Creation of ICWCSD Website (SB 929):** While Mr. Tye was researching how to start a website, he found out that California Senate Bill 929 requires it. Mr. Tye found Rural Water Impact, a company that seems reliable and is endorsed by NRWA (National Rural Water Association). They provided an hour-long presentation for Mr. Tye and Ms. Sheltz. Their fees are \$299 for setup, and \$455 annual fee that includes comprehensive support and upgrades. The annual Consumer Confidence Report, which costs approximately \$400 to prepare and mail to customers, could be easily uploaded, thus saving this cost. We would provide a hard copy of the report to customers who request one. Customers can subscribe to receive automatic email alerts at no cost. Mr. Tye read a letter from Mr. Finkbeiner, of Sierra Highlands CSD, praising Rural Water Impact, to which they recently subscribed. Board members agreed that Mr. Tye should sign up with Rural Water Impact with the domain name IndianCreekWestridgeCSD. He said the website will probably be up by the end of the week.

**Acquisition of Computer and Scanner for Data Storage:** Board agreed to Mr. Tye's suggestion to purchase a laptop (approx. \$700) and scanner (approximately \$250) so he can start the process of digitizing all documents. Mr. Williams suggested adding an external hard drive for backup.

**Discussion on Genset Warranty Extension:** Mr. Tye said that the current warranty ends on

December 1, 2019. Mr. Derr supports this top-of-the-line warranty. It is for five years or up to 2500 hours, at a cost of \$3,550. Mr. Derr said that if the generator needed work, no local resources are available to do the job. Mr. Buser agreed, adding that it's likely that work will be needed in two to three years. Mr. Mappus and Mr. Derr explained that the complex technology makes it difficult to handle component failures. There was a discussion as to the necessity for the warranty because it is for a backup generator. To maintain best performance, this generator should be run more frequently than it has, and oil and coolant samples should be tested. Mr. Tye will follow up on these procedures.

Purchase of the Caterpillar Extended Service Coverage, at a cost of \$3,550 for five years, for the Cat G6.8 (serial number GXCO3290) was approved unanimously (moved Anderson, seconded Batchelder).

The meeting was adjourned at 7:35 p.m.

Minutes submitted by Stephanie Sheltz, approved by \_\_\_\_\_