

**RECORD OF THE REGULAR
MEETING MINUTES FOR THE
BOARD OF DIRECTORS OF THE
HIGH VALLEYS WATER DISTRICT
August 16th, 2023**

1. Call to Order & Pledge of Allegiance

President Hughes called the meeting to order at 3:00 p.m. and then proceeded to lead everyone in the Pledge of Allegiance.

2. Board of Directors Roll Call

Secretary/Office Administrator Thornton called the roll. President Hughes, Vice President Roberts, Director Kalani, Director Belwish, Director Williams and General Manager Houghton were all present. Also present were Ron Duncan of Twin Pines representing the San Gorgonio Pass Water Agency.

3. Adoption and Adjustment of Agenda (additions and/or deletions)

No changes were noted.

Motion to approve the Agenda for August 16th, 2023 as presented made by Director Belwish and seconded by Director Kalani. Directors voted to approve the Agenda for August 16th, 2023 as presented as follows;

Belwish – Yes Hughes – Yes Kalani – Yes Roberts—Yes Williams – Yes

**Moved to accept the Agenda for August 16th, 2023 as presented.*

4. Public Input

No members of the public addressed the Board at this time.

5. Adoption of the Regular Meeting Minutes for July 19th, 2023

It was noted that on page 3, item 5 that “no questions we asked...” should read “no questions were asked”. No other corrections were needed.

Motion to approve the Regular Meeting Minutes for July 19th, 2023 as corrected made by Vice President Roberts and seconded by Director Williams. Directors voted to approve the Regular Meeting Minutes for June 21th, 2023 as presented as follows;

Belwish – Yes Hughes – Yes Kalani – Yes Roberts—Yes Williams – Yes

**Moved to approve the Regular Meeting Minutes for July 19th, 2023 as presented.*

6. Discuss and Vote on the Purchase of a Work Truck

General Manager Houghton informed the Board that he had found a couple of potential replacement trucks but wanted to get a cost approval before purchasing one. He stated it would be twenty to twenty five thousand dollars to purchase a used truck in good condition with low mileage and all-wheel drive. If approved, he will contact the sellers for availability. If none are available, he will continue to look for trucks within the approved purchase amount allotted.

Motion to approve the Purchase of a Work Truck not to exceed \$25,000 before taxes and fees as presented made by Vice President Roberts and seconded by Director Kalani. Directors voted to approve the Purchase of a Work Truck not to exceed \$25,000 before taxes and fees as presented as follows;

Belwish – Yes Hughes – Yes Kalani – Yes Roberts—Yes Williams – Yes

**Moved to approve the Purchase of a Work Truck not to exceed \$25,000 before taxes and fees as presented.*

7. Discuss and Vote on the Checks Paid Report & Monthly Financial Review

It was noted that the description for Underground Service Alert was incorrect. It should have stated that the check was made out for the dig alert tickets received in June. No other changes were noted.

Motion to approve the Checks Paid Report & Monthly Financial Review as corrected made by Vice President Roberts and seconded by Director Kalani. Directors voted to approve the Checks Paid Report & Monthly Financial Review as corrected as follows;

Belwish – Yes Hughes – Yes Kalani – Yes Roberts—Yes Williams – Yes

**Moved to approve the Checks Paid Report & Monthly Financial Review as corrected.*

8. General Manager’s Update & Maintenance Report

TEST RESULTS

Babcock: **Good**
System Testing: **Good**

WATER QUALITY COMPLAINTS

Color: **0** Odor: **0** Other: **0**
Taste: **0** Pressure (high): **0** Pressure (low): **0**

WATER CONSUMPTION

Date	Purchased	Consumed	Sold
06/28/23-07/26/23	254,890 cf	252,720 cf	213,816 cf
05/25/23-06/28/23	226,119 cf	225,980 cf	179,476 cf
04/26/23-05/24/23	168,332 cf	164,370 cf	130,261 cf

Transmission Line Loss: 1% (*same as last month*)

Distribution Line Loss: 15% (↓ 6.00%)

LOSS BREAKDOWN

	Consumed	Sold	Water Loss
Poppet Flats	93,290 cf	71,187 cf	23.00% (↓ 7.00%)
Twin Pines/Mt. Edna	159,430 cf	142,629 cf	11.00% (↓ 2.00%)

OPERATIONS & MAINTENANCE – work completed by the crew

- Read Meters
- Delivered Notices
- Took and Delivered Samples

- Shop Work
- Checked for Leaks throughout the District
- Valve Maintenance in Poppet Flats
- Weed Abatement
- Concrete around Valves and Hydrant on Woodcliff Drive in Twin Pines
- Digital Mapping of District

LEAKS

- 1 on Keyes Road

General Manager Houghton briefly updated the Board on the following:

- *Some meters have been cleaned out; improving loss percentages*
- *Finished the meter survey; Total count of 327 meters in the District, although not all of them are in service.*
- *Started the initial surveying for the Twin Pines pipeline upgrade; will start sample boring next week sometime.*
- *Actual construction for the pipeline will begin tentatively at the beginning of the year; will post notices to inform the area.*
- *New home going in on Woodcliff, just off of Highway 243, did not meet fire code. Customer is considering paying to extend the waterline to be up to code.*
- *Rate Study meeting is set for next Friday; Requesting Board's direction on what they are wanting to see. President Hughes will be present to attend the meeting.*

9. Old and New Business

- San Gorgonio Pass Water Agency Update:** Items discussed were the backbone pipeline from Cherry Valley to Cabazon and the personnel manual update. There was also a presentation by Solar Boats. Agendas and meeting minutes for the San Gorgonio Pass Water Agency can be viewed on their website at <http://www.sgpwa.com>.
- San Gorgonio Pass Water Alliance Update:** Items discussed were the current growth of Banning which is at 16%. They are expecting the Ad Valorem taxes to increase for this upcoming tax year. Chromium 6 is still a concern and is expected to cost approximately eighty million to fix the issue. They are hoping to obtain a grant to cover this cost. They also spoke about how the Sites Reservoir Project is moving forward quicker than expected. Agendas and meeting minutes for the San Gorgonio Pass Water Alliance can be viewed on their website at <http://www.passwateralliance.com>.

10. Adjournment

President Hughes adjourned the meeting at 3:55 p.m.