

**RECORD OF THE REGULAR
MEETING MINUTES FOR THE
BOARD OF DIRECTORS OF THE
HIGH VALLEYS WATER DISTRICT
April 20th, 2022**

1. Call to Order & Pledge of Allegiance

President Hughes called the meeting to order at 3:02 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, Director Roberts, Director Belwish, Director Kalani, Director Williams and General Manager Houghton were all present. Also present were the following: Twin Pines resident Steve Chittenden, Twin Pines resident Claudia Chittenden, Twin Pines resident Mike Galusha and Twin Pines resident Andrew Vottero.

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

Secretary/Office Administrator Thornton requested that the Board add a CPA Update as item 11d. No other changes were noted.

Motion to approve the Agenda for April 20th, 2022 as adjusted made by Director Roberts and seconded by Director Belwish. Directors voted to approve the Agenda for April 20th, 2022 as adjusted as follows;

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

**Moved to accept the Agenda for April 20th, 2022 as adjusted.*

4. Public Input

Three Request to Speak forms were submitted, one being a revision of the former, from two members of the public:

Claudia Chittenden: *(Revised)* Quoted minutes from July 2021 and September 2021. Requested documentation of prescriptive easement.

Steve Chittenden: Quoted September 2021 minutes. Requested clarification of the options for the costs of extending Twin Pines Line.

5. Adoption of the Regular Meeting Minutes for March 16th, 2022

No changes noted.

Motion to approve the Regular Meeting Minutes for March 16th, 2022 as presented, made by Director Belwish and seconded by President Hughes. Directors voted to approve the Regular Meeting Minutes for March 16th, 2022 as presented, as follows;

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

**Moved to approve the Regular Meeting Minutes for March 16th, 2022 as presented*

6. Discuss and Vote on the Board President position

Director Roberts nominated Sam Hughes to remain in the Board President position to which he accepted. No other nominations were made.

Motion to appoint Sam Hughes as the Board President as nominated, made by Director Roberts and seconded by Director Belwish. Directors voted to appoint Sam Hughes as the Board President as nominated, as follows;

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

**Moved to appoint Sam Hughes as the Board President as nominated*

7. Discuss and Vote on the Board Vice President position

Director Kalani nominated Travis Roberts to be appointed to the Board Vice President position to which he accepted. No other nominations were made.

Motion to appoint Travis Roberts as the Board Vice President as nominated, made by Director Kalani and seconded by Director Belwish. Directors voted to appoint Travis Roberts as the Board Vice President as nominated, as follows;

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

**Moved to appoint Travis Roberts as the Board Vice President as nominated*

8. Discuss and Vote on Resolution 294: AB 361 – Authorizing Virtual Board Meetings

No changes were made from the previous AB 361 Resolution templates, other than changing the date to approve it for the next potential virtual meeting.

Motion to approve Resolution 294: AB 361 – Authorizing Virtual Board Meetings as presented made by Director Belwish and seconded by Director Roberts. Directors voted to approve Resolution 294: AB 361 – Authorizing Virtual Board as presented, as follows;

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

**Moved to approve Resolution 294: AB 361 – Authorizing Virtual Board meetings as presented*

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

No actions required.

Motion to approve the Checks Paid Report & Monthly Financial Review as presented, made by Director Roberts and seconded by Director Belwish. Directors voted to approve the Checks Paid Report & Monthly Financial Review as presented, as follows;

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

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

10. General Manager’s Update & Maintenance Report

TEST RESULTS

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

WATER QUALITY COMPLAINTS

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

WATER CONSUMPTION

Date	Purchased	Consumed	Sold
02/22/22-03/23/22	177,660 cf	169,190 cf	109,617 cf
01/25/22-02/22/22	191,256 cf	171,070 cf	101,543 cf
12/22/21-01/25/22	224,727 cf	197,060 cf	106,278 cf

Transmission Line Loss: 4.75%

Distribution Line Loss: 35.0%

Leak Adjustment: 28.5%

LOSS BREAKDOWN

	Consumed	Sold	Water Loss
Poppet Flats	75,190 cf	39,245 cf	48.00%
Twin Pines/Mt. Edna	94,000 cf	70,345 cf	25.20%

OPERATIONS & MAINTENANCE – work completed by the crew

- Read Meters
- Routine Maintenance
- Delivered Notices
- Took and Delivered Water Samples
- Leak Detection in Poppet Flats
- Road Maintenance (Mainline, Mt. Edna, Keyes and Upper Poppet Flats)
- Weed Abatement
- Repaired Welding Trailer

LEAKS

- Mainline (5)
- Summer Breeze (1)

TO BE DISCUSSED

- N/A

11. Old and New Business

- a. **Twin Pines Line Extension: Follow-up with Public Questions:** General Manager Houghton addressed the questions asked by the public from March's meeting stating:
 - The public input item was placed at the beginning of the meeting because this was a change made a few years ago due to public complaining that they did not want to sit through the meeting to address the Board, feeling it was a tactic the Board used to discourage public from attending.
 - The District is approximately three months into the process of obtaining a grant for the Twin Pines Line Project and currently working with Provost and Pritchard to see whether the District should request a State or Federal grant.
 - He stated that a prescriptive easement allows someone other than the original property owner to gain the rights to use a property, which are common in rural land.
 - Defined that a commercial account is any account that uses the water, or intends to use the water, to make any type of profit. This was implemented in 2018 and followed all the guidelines of Proposition 218.

- b. **Review of Legal Letter from Law Attorney Alec Harshey:** The Board reviewed the letter from both Alec Harshey as well as a letter from Steve Chittenden and two letters from the High Valleys Water District dated in 1970 and 1971. No comments from the Board were given.

- c. **SGPWA Update:** The main discussion at this meeting was about materials and how difficult it is to find, primarily pipe. They also discussed the Chromium -6 rule and that The City of Banning, where the District purchases their water from for distribution, has wells that are above the new standard of 10ppb (parts per billion). To review approved meeting minutes and agendas, please visit the San Gorgonio Pass Regional Water Alliance's website at www.passwateralliance.com.

- d. **CPA Update:** Former CPA Linda Glau contacted the office to recommend Sarah Hines, whom she has worked with. Secretary/Office Administrator Thornton spoke with Ms. Hines and offered her the position, which she accepted. Her rate will be \$75.00 per hour, which is significantly less than the former CPA's rate.

12. Closed Session (Pursuant to Gov. Code Sec §54956.9(d)(2), (d)(4))

CONFERENCE WITH LEGAL COUNSEL– ANTICIPATED LITIGATION: Significant Exposure to Litigation

President Hughes called the regular meeting into closed session at 3:43 p.m.

President Hughes called the regular meeting back to order from closed session at 4:17 p.m. and announced the following:

- *The Board voted to cease the Twin Pines Line Project until a grant can be obtained to cover the cost to extend the line on Twin Pines Road and upgrade the pipe from a two inch line to an eight inch line.*

13. Adjournment

President Hughes adjourned the meeting at 4:20 p.m.