

KINNELOA IRRIGATION DISTRICT

Regular Meeting – Board of Directors
1999 Kinclair Drive, Pasadena, CA 91107
Tuesday, April 19, 2022, 3:00 P.M.

MINUTES

Meeting conducted by teleconference under the provisions of Executive Order N-29-20.

The meeting was conducted by teleconference pursuant to the Brown Act Waivers provided for under the Governor’s Executive Orders in response to COVID-19 State of Emergency as well as the District Board room. The District offered the public to attend the meeting by telephone, videoconference or in-person as stated in the agenda.

DIRECTORS PRESENT: Zoom teleconference/videoconference
(In-Person): Stephen Brown, Gordon Johnson, Gerrie Kilburn, Tom Majich & David Moritz

DIRECTORS ABSENT: None

STAFF PRESENT: (In-Person): General Manager, Melvin Matthews; Office Manager, Martin Aragon, Field Operators Michele Ferrell & Chris Burt

PUBLIC PRESENT: (Zoom): Shawn Harkness of CV Strategies.
(In Person): KID General Counsel William Kruse of Lagerlof, LLP

1. CALL TO ORDER:

Chairman Johnson called the meeting to order at 3:00 P.M. and took roll call. A quorum of Board Members was present and reviewed the agenda.

2. PUBLIC COMMENT: None

3. OATH OF OFFICE

Oath of office for Director (Division 4) Tom Majich II. Gordon Johnson subscribed and sworn before Kinneloa Irrigation District Treasurer David Moritz, Director (Division 5).

4. REVIEW OF MINUTES – March 15, 2022, and March 29, 2022

Director Kilburn motioned to approve the *March 15, 2022* minutes for filing with indicated revision and was seconded by Director Brown. Director Johnson conducted a roll call vote. Directors Brown, Johnson, Kilburn, Majich and Moritz voted *Aye*.

Review of the *March 29, 2022* minutes was deferred to the next meeting.

5. REVIEW OF FINANCIAL REPORTS

Director David Moritz reviewed the Financial Reports. Stephen Brown motioned to approve the financial reports for filing and was seconded by Director Kilburn. Director Johnson conducted a roll call vote. Directors Brown, Johnson, Kilburn, Majich and Moritz all voted *Aye*.

6. GENERAL MANAGER'S REPORT

The General Manager presented his report.

Discussion Outcome:

The Advanced Meter Infrastructure (AMI) installations have covered a majority of the Division 1 area.

The audit performed by Egan CPAs LP was completed and will be presented at the May meeting along with the Annual Report and draft of the Emergency Response Plan.

7. EMPLOYEE POLICIES AND PROCEDURES

Director Moritz motioned to adopt the revision to the Employee Policies and Procedures and was seconded by Director Brown. Director Johnson conducted a roll call vote. Directors Brown, Johnson, Kilburn, Majich and Moritz all voted *Aye*.

8. RESPONSIBILITIES AND DELEGATION OF AUTHORITY

Discussion Outcome:

Review of the Delegation of Authority was extended to the meeting in May.

9. PROJECT UPDATES

Discussion Outcome:

The counsel for the City of Pasadena is reviewing the revised Emergency Interconnect Agreement. The existing Emergency Interconnect Agreement was sent to each Director.

If Kinneloa Irrigation District were to consider a new source of water by connecting to the Metropolitan Water District, then an agreement would be established with Foothill Municipal Water District for the purchase of the Metropolitan Water. Then an agreement would be formed with the City of Pasadena for delivering the water through their water system to the Kinneloa Irrigation District.

Rehabilitation of the Wilcox Well will be considered.

At one time the Wilcox Well generated 550 gallons of water per minute, it currently generates approximately 250 gallons per minute according to field staff member Chris Burt.

Director Majich recommended that the District request an estimate from John Robinson Consulting for the rehabilitation of the Wilcox Well.

There was an agreement among the field staff members Chris Burt, Michele Ferrell and Director Majich to meet with the property owner who will be directly impacted by the Brown/Glen Project.

The subject of an asset inventory and management plan was discussed and will be added to the project update list as a future project.

- 10. TELECONFERENCING OF BOARD MEETINGS** – Board to consider continuing to waive certain provisions of the Brown Act as permitted by AB 361 during the COVID-19 emergency. Recommended Action: Board to decide whether to extend the provisions of Resolution 2020-1-18 for 30 days by adopting Resolutions 2022-04-19

Director Kilburn motioned to approve the resolution and was seconded by Director Brown. Director Johnson conducted a roll call vote. Directors Brown, Johnson, Kilburn, Majich and Moritz all voted Aye.

- 11. CLOSED SESSION - PUBLIC EMPLOYEE PERFORMANCE EVALUATION - Government Code €54954.5(E)**: Title: General Manager

12. REPORT ON CLOSED SESSION:

Discussion Outcome:

Chairman Johnson announced the closed session concluded and no action was taken.

13. DIRECTOR REPORTS AND/OR COMMENTS:

Director Kilburn suggested that water quality information be included in the next newsletter.

ADJOURNMENT:

Chairman Johnson adjourned the meeting at 5:08 pm.

Prepared and submitted by,

Martin Aragon

Office Manager/Board Clerk

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