

WHEELER CREST COMMUNITY SERVICES DISTRICT

**MINUTES  
REGULAR MEETING**

January 14 2015-- 7:00 P.M. SWALL MEADOW FIREHOUSE

Meeting called to order at 7:05 by Brent Miller

Directors Present

Brent Miller - Chairman / Treasurer  
Dan Conners  
Glenn Inouye  
Ray Tompauskas

Directors Absent

Mike Day - Secretary

General Attendance

Gary Wright - Contractor to WCCSD

**SECRETARY'S REPORT**

Brent had hard copies of the minutes that he previously distributed through email by Mike. Dan moved to accept the minutes. Ray seconded. All were in favor, no dissenting votes.

**TREASURER'S REPORT**

Brent handed out the typical two page account balances report. Included were the Hilltop and Lower Swall income, expenses, and summary numbers (see attached).

Brent suggested that the Hilltop account (currently at a balance of \$5,837) was in a position to pay down \$2000 off of the \$24,904 of the loan borrowed from the Lower Swall account. All were in agreement.

Brent also handed out the meter readings. It was noted that progress was made in reconciling the usage from the wells and the cumulative usage from all users within the district. Discrepancies still exist but it provides a good foundation for moving forward.

Excess usage was noted for both the Barnes and the Davis residences presumably due to leaks. Brent had been in touch with both parties.

## **MANAGER'S REPORT**

Gary reported on an incident where the light alarm was triggered on wellhouse 2. The float indicator on the Pinion Tank level controller was frozen from the cold temperatures. There was also a significant amount of ice in the tank. Corrective measures were taken but the telemetry meter is still providing inconsistent readings. It was therefore recommended that the next time Sierra Controls is in the area, they should perform servicing on the system.

Gary also suggested that it was about time to perform an inspection of the tank. And it would be prudent to inspect the Hilltop tank as well. Possible sand blasting, welding and draining of the tanks would be required however no anticipated outage would occur. All agreed on proceeding with the inspections and Brent and Gary will coordinate with Cal Rural Water to perform the inspection.

Scott Dwayne Hartlaine (not sure of the spelling) agreed to discuss acting as a back-up to Gary. Brent will follow-up.

Gary volunteered to perform a walk-thru of the system for all current board members to bring everyone up to speed on its operation. Brent will update a simple drawing showing valves within the system. This overview is schedule for Saturday, January 24<sup>th</sup> at 10:00 a.m. to meet at the firehouse. An overview of the new Hilltop well will also be included.

Gary noted that it is also time to perform maintenance on the Cla-Val valves for which there are three on our system. A certified technician (from the Mammoth Water District) will come down Sunday to get serial numbers and order the necessary parts to perform the maintenance.

## **OLD BUSINESS**

### 1. Haber Project

Drawings were forwarded to Brent from Ralph and were reviewed by both Brent and Gary. Several changes were suggested. The drawings were also forwarded to the Fire Department for their input as well. Brent is waiting for the updates to be incorporated.

### 2. Appointment of Glenn Inouye to a full term

Brent noted that he had already electronically sent out minutes from the County Supervisors meeting where they had appointed Glenn to fill the vacancy for the next full term.

### 3. Status of documents from former directors

Brent had received both digital and paper documentation from Harvey. Brent gave Glenn a copy to be placed out on the hard drive.

## **NEW BUSINESS**

1. State Emergency Water Use Regulation

Brent summarized a bill that the State of California passed to require a reduction of 20% usage in all households. After discussion, it was agreed upon to remind our users of good conservation practices and ways to reduce usage. It was also agreed upon to pass a resolution to document our actions taken. Brent will draft the resolution, a letter to the Hilltop residences and a separate letter to the Lower Swall residences and send it around electronically to all board members for suggestions and approvals.

2. Excess Water Relief for Malinbaum

A more in-depth response was received that it wasn't merely septic repairs that took place, but a leaking toilet that caused the septic repairs that led to the excess usage. His usage has now stabilized. Several relief alternatives were presented and the board agreed that a usage of 40,000 gallons per month seemed to be reasonable for those months in question. This will reduce his excess use payment from \$749.33 to 138.75 for April through June. Brent will inform Reid and send out an amended bill.

3. Roberts request to move hydrant.

Roberts made a request to move the hydrant either right or left to make room for a driveway. Since it is a pie shaped lot in a cul-de-sac, there is limited access to the road. With the existence of other utilities, it makes it almost impossible to create a driveway to access the property. The hydrant to be moved also has draining / value issues. It was agreed by all board members that the district will pay for the cost of a new or replacement hydrant. Roberts has agreed to pay for all costs in changing the location of the hydrant. Roberts will also develop and submit the engineering and drawings for our review before we proceed forward and will also be responsible for getting and absorbing all permit costs.

4. Water Quality Testing and Consumer Confidence Report

Brent stated that Harvey mentioned that January is the time to begin taking samples in preparation for the annual Consumer Confidence Rpt. Glenn volunteered to produce the report. Brent and Glenn will follow-up with Harvey to insure the appropriate samples are taken, preserved and shipped properly.

5. CSD web site.

Glenn stated that he had put together a brief sample of what the web site might look like. The intent is a convenient vehicle for the public to access general information such as the Consumer Confidence Rpt or Conservation Newsletters soon to be developed. Glenn stated that the initial development of the site and reserving the domain name was around \$50. And that the annual cost would be approximately \$60 per year. The board agreed to move forward. Glenn will take the data received from Harvey and propagate the web site. It was also suggested to re-send out the domain name for review. Glenn also stated that any kind of password protection for users to view only their specific data would be a phase II and would incur an additional cost.

6. Discussion of Operator Certification

Glenn stated that he was still willing to pursue certification although the issue is not urgent to the District. The difficulty appears to be testing dates have been reduced to maybe once a year. Glenn stated that his concern would be the studying for the exam is timed close to the taking of the exam. Glenn will follow-up on possible testing dates and the procurement of training material.

7. Walkthrough of New Hilltop Well

This will be done as part of the overall system overview by Gary.

Brent moved to adjourn the meeting. Dan seconded. There were no dissensions. The meeting adjourned at 8:13 PM.

Minutes by:  
Glenn Inouye



### Hilltop Income and Expense

7/1/2014 Through 1/9/2015

Category Description	7/1/2014- 7/31/2014	8/1/2014- 8/31/2014	9/1/2014- 9/30/2014	10/1/2014- 10/31/2014	11/1/2014- 11/30/2014	12/1/2014- 12/31/2014	1/1/2015- 1/9/2015	OVERALL TOTAL
<b>INCOME</b>								
Assessments						3750		3750
HilltopGrantPayment	13535							13535
Interest			8					8
<b>TOTAL INCOME</b>	<b>13535</b>		<b>8</b>			<b>3750</b>		<b>17293</b>
<b>EXPENSES</b>								
Analysis	80			80				159
Dues			25		206	26		257
Expenses					30			30
Hilltop Well			300					300
Insurance			315					315
Operations	400		200	100	100			800
Utilities	127	114	121	92	71	49		575
Loan Payment to 391	13535							13535
<b>TOTAL EXPENSES</b>	<b>14142</b>	<b>114</b>	<b>961</b>	<b>271</b>	<b>407</b>	<b>75</b>		<b>15971</b>
<b>OVERALL TOTAL</b>	<b>-607</b>	<b>-114</b>	<b>-953</b>	<b>-271</b>	<b>-407</b>	<b>3675</b>		<b>1322</b>

### Lower Swall Income and Expense

7/1/2014 Through 1/9/2015

Category Description	7/1/2014- 7/31/2014	8/1/2014- 8/31/2014	9/1/2014- 9/30/2014	10/1/2014- 10/31/2014	11/1/2014- 11/30/2014	12/1/2014- 12/31/2014	1/1/2015- 1/9/2015	OVERALL TOTAL
<b>INCOME</b>								
Assessments						14304		14304
Connection Fee	1500							1500
Excess Usage	1554	194		36				1783
Interest Inc			201					201
Loan Payment from 390	13535							13535
<b>TOTAL INCOME</b>	<b>16589</b>	<b>194</b>	<b>201</b>	<b>36</b>		<b>14304</b>		<b>31323</b>
<b>EXPENSES</b>								
Analysis	159			159				318
Dues			144		1193	148		1485
Expenses					198			198
Fees	602							602
Insurance			1824					1824
Operations	1200		600	300	300			2400
Supplies						49		49
Utilities	492	478	461	398	372	241		2441
Well5	10059					10059		20118
<b>TOTAL EXPENSES</b>	<b>12512</b>	<b>478</b>	<b>3029</b>	<b>857</b>	<b>2063</b>	<b>10497</b>		<b>29435</b>
<b>OVERALL TOTAL</b>	<b>4077</b>	<b>-284</b>	<b>-2828</b>	<b>-821</b>	<b>-2063</b>	<b>3807</b>		<b>1888</b>