



Sky Hi Domestic Water Improvement District
Board of Director's Scheduled Meeting January 11, 2019
Meeting Minutes

Board of Director's meeting called to order by the Chairman at 10:10am. (At Chairman Lucas's home) In attendance, Bill Lucas, Susan Rodriguez, R. Inman, Maurice Williams. Bill Bro on Skype

Call to the public. None in attendance.

Chairman reviewed 10/3/18 Board meeting minutes. No discussion. M. W. motioned to approve, 2nd by S.R., passed unanimously.

Treasurer's Report: (provided by Chairman Lucas). The SHDWID ended the fiscal (calendar) year with bank assets of ~\$104k and ~\$63k in our LGIP account. Aprox. \$9k was expended on our preliminary deep well project, which is reimbursable by our Federal grant in time. The review of our 2018 budget showed the District expenditures coming well within 5-10% of our budget.

After discussion concerning the need for a "security assessment" of our facilities in conjunction with our well and infrastructure improvements, the motion was made by R.I. to allot up to \$2,500 to assess and create a prudent and professional facility security plan. The motion was 2nd by S.R., passed unanimously. This activity is the primary responsibility of R.I.

The Chairman mentioned he has had the smoke alarms in the pump house upgraded since the occurrence of false alarms with our old detectors. The new detectors are based upon heat/time and not smoke, so have eliminated the false alarms created by forest burning or other benign air agents.

Water Works report: (provided by Chairman Lucas). The SHDWID water usage report was nominal in all respects. The December usage for 144 meters was ~180k gallons. Metered outflow from our pumping facility was ~203k gallons, a 12.7% 'leakage' rate. We assume much of this discrepancy is from old meters out of specs. We remain at a very reasonable 'leakage' rate compared to other similar water systems.

We had a water outage 1/9/19 due to unspecified problems, but was resolved within a few hours, due to our operator's diligence.

The big item is our pending deep well project. We had completed all the paperwork necessary to be awarded the generous grant, and move the project forward. Unfortunately, the Fed. Govt. shutdown included the USDA, so all our pending paperwork sits upon an empty desk. This is all out of our control. Resolution and timing of well drilling is on hold. Frustration expressed by all Board members.

The Chairman gave a clear summary of the lengthy and overly costly Federal forms necessary to complete the contracts necessary for the Grant processing. The contractors bear the costly burden of these required and very lengthy forms, which are unreimbursed to them by rule.

So, the Design contract is in the USDA queue. The Engineering Contract is in limbo waiting for the Govt. to resume function to approve and move forward.

Our legal position is in place (we are on current paid retainer with the firm of Lawson & Simpson), so that when our contracting process begins again, they can review and sign off on our documents as required.

The Chairman discussed the obvious delays caused by the Govt. shutdown, and considering our current drought situation, the real possibility of a water shortage this coming summer. The discussion centered on being proactive in securing a secondary water source (buying water from another District (Ron Demming was mentioned), and having a transporting asset identified). Chairman to follow up on this matter.

Old Business:

The Chairman reviewed the new By-Laws that he created using examples from other water districts and using County regulations. These basic tenets were a missing piece of our organizational structure, and the Board commented the Chairman for his hard work putting the document together.

After review, the Chairman motioned to approve the By-Laws. 2nd R.I., passed unanimously.

The annual review of Board members, responsibilities, and duties was held. All Board members polled declined any changes, and accepted to continue their present roles and responsibilities for the upcoming year.

The Chairman brought up the ongoing issue of water rate increases. The Board all agrees that some changes will be warranted, but details are lacking. Our last increase was around ten years ago. After a short discussion it was agreed that Bill Bro and Maurice Williams will head an analysis of our current rate structure and recommendations and logic for likely increases. This analysis will also include recommendations for our rate structure for new water meter installations.

The ongoing unsettled issue of potential Lead contamination of our aquifer, will be addressed by R.I. being responsible for contacting NCS Engineering who a year ago offered to do a grant-funded desk audit of our possible risk from the local point source of heavy metals (the Pat Mullin cinder pit) to see if that can still be accomplished.

The Chairman brought up the existing idea of presenting some appreciation awards. R.I. motioned to budget \$500 to procure such awards, 2nd S.R., passed unanimously. Chairman took responsibility to procure.

New Business:

The discussion turned to our upcoming SHDWID Newsletter. S.R. has the main responsibility to produce a draft for the upcoming "spring" addition. Some ideas discussed were to include water usage and pump volumes, a possible "Chairman's Corner" article, Deep well project updates, possible drought contingency, water shortages, conservation, rate increases, etc.

No further business. B.B. motions to adjourn the meeting, 2nd M.W., pass unanimously. Meeting was adjourned at 11:45am 1/11/19 "Thanks Bill" for hosting the Board meeting at your home!

Summary of Action Items:


Security assessment	R. Inman
Emergency water procurement	Chairman
Rate structure assessment	B. Bro, M. Williams
Contamination desk audit	R. Inman
Appreciation awards	Chairman
Spring newsletter Draft	S. Rodriguez


The next scheduled Board of Director's meeting is April 3, 2019 at the Pump House. Additional unscheduled Board meetings may be required contingent on how the Govt. shutdown proceeds, and effects our deep well drilling project requirements.

Signed to approve these minutes:


Bill Lucas, Chairman


Susan Rodriguez, Outreach


Maurice Williams, Tres.


Biff Bro, Operations


Richard Inman, Sec.