

Minutes: Lake Canyon Mutual Water Board Meeting

Wednesday May 19, 2021 7:00 p.m.

Held via Zoom Audio and/or Video Conference

lakecanyonmwc@gmail.com <http://www.lakecanyon.com/> 408-834-7745 (message)

PUBLIC FORUM: Any member of the public may address and ask questions of the Board relating to any matter within the Board's jurisdiction, if the matter is not on the agenda or pending before the Board.

Call to Order / Start Zoom Meeting for remote meeting access: 7:00 p.m.

Susan calls the meeting to order at 7:06 p.m.

Roll Call: Casey Farrand, Jim DiZoglio, Mindi Porebski, Ru Rajapakse, Susan Ady

Also in attendance: Bud Everts, Terry Truong, Mike Soutanian, Wais Achak, Charles Mosher

Consent Agenda: Financial reports (2 min)

Mindi makes a motion to approve the consent agenda
Ru seconds
Motion passes 3-0

Reports: Water, Staff, Projects, Maintenance, Communication, and Correspondence Reports (20 min)

Link to Bud's reports [here](#)

- For June meeting, water, staff, projects, and maintenance reports to be included in consent agenda
- Maintain Communication and Correspondence reports in the regular meeting

Water

- Water usage has increased slightly per household
- Spring flow is slightly down to 3.2 gal / min from 3.5 last month
- Bud got a list of water haulers from the State Water Resources Control Board in case the drought gets to that point
- Travis Hinkle is available 3 out of 4 weeks on a regular basis to be backup water operator

Project

- New mailboxes installed in upper canyon

Water Maintenance

- To Do: replace labels for water meters to improve meter reading
- To Do: flush line at Beardsley / Laurel

Road Maintenance

- Railroad ties
- Shed maintenance: Bud to look into final work
- Laurel Bridge bolts: Bud to look into that as well
- To-Do: Road Slough Cleanup

Communication

- Engineering study for pipeline project: will meet soon to revise Sherwood Engineering proposal
 - Three other firms have been contacted
- In contact with the State Water Resource Control Board to ensure confirmation that there will be a supply of water through the creek and to understand status of new tanks on Idylwild: Jim to join that call
- In communication with a resident about sediment in the water at home

Training

- Bud is registered for the CFCC Funding Fair to learn about funding availability and meet with agency representatives

Mindi makes a motion to approve the reports

Business

- [Susan] Capital Improvement Plan: Review prioritized project list
 - Link to List [Here](#)
 - The board set criteria and weighting in special meetings, and used that
 - Highest scoring projects are two six-inch pipeline projects and the road maintenance associated with that work
 - Next highest scoring projects are repaying grant to CSD
 - Third highest is meter upgrade project
 - Not all future projects are yet rated / scored
 - Next steps
 - To move our projects into the plan and assign them into an approximate timeline and budget needs
 - Susan to take the projects we have and incorporate into a draft timeline and budget for the board to review in the June meeting
- [Susan] Assign an ad-hoc committee to review labor rates and ensure compliance with related laws
 - We do not have a system for reviewing labor rates, which is often done as part of budgeting
 - Bud to provide a list of current positions and labor rates and last time those rates changed to the ad hoc committee
 - Susan and Jim to work on this project in the fall
- [Bud] Unimproved lots billing: only one response to certified letters to owners of four previously unbilled unimproved lots
 - Last year, we sent certified letters to all unimproved lots and only one responded. Either information is out of date or they refused certified mail
 - Information should be added to the website - it is already in the Bylaws - but we can call it out in a second location on the website
 - Homeowners are responsible to keep their addresses up to date, and these were the addresses from the county records
 - Decision is that further research for owners is not required and that all should be billed in accordance with dates set in first certified letter
- [Jim] Roadway and easement discussion
 - Jim took what we have learned about the road in the last couple of years and reviewed Articles of Incorporation and county information he could find and made a list of what he thinks is true
 - After that, he leveraged this information to draft a community letter to the community
 - Hopefully, this could reduce the amount we are asked to run out to homes and be asked about proposed work
 - Discussed purpose of the community letter
 - Mindi feels the note does not actually provide a clear enough picture of LCMWC rights, and could provide a clearer request around timeline that a homeowner should notify us
 - Casey would like the ask to be clearer, and reduce the amount of detail, when residents have the laws, title reports, etc. to fall back on
 - Jim to create a second draft to review in next meeting
- [Jim] Backup water treatment plant operator
 - Travis Hinkle is trained and willing to help, and available 3 out of 4 weeks on a regular basis to be backup water operator
 - Previously, non-trained community member was able to cover. Bud to ask if this is still permitted through the State Water Resources Control Board
 - Susan's daughter is a certified water treatment operator
 - Mike Soultanian is interested in learning more about water treatment and plant operations.

- Tom Newhall is certified as a distribution operator
- Gary Mathews and other operators in the area might be other options
- There should be a list of the emergency contacts in the water plant - Bud to set up
- Can the alert from the plants be transferred to others in the Canyon?
- [Jim] PSA: Be aware of dumping at the front of the canyon and know how to report it
 - This will be in the community engagement email: see agenda item below
- [Bud] Road condition and project delays at 19388 Beardsley
 - County has notified homeowner at 19388 Beardsley to cease work
 - Homeowner sent communication to the board to notify us of stopped work and condition of road
 - Knowledgeable community resident has some ideas of the requirements for gravel, straw, that could help homeowner, and he will have a conversation with him
- [Mindi] Review draft community update in lieu of May meeting
 - Topics were chosen based on what has happened since the September meeting
 - Mindi to ask Casey and internet committee if there is an update on Frontier
 - Add a topic to the end of the agenda to review potential upcoming board priorities for the second half of the year
 - Mindi to come back to next meeting with final review
- [Mindi] Review May community engagement email
 - Perhaps the county could put up a sign, or we could get a custom sign
 - Sign could warn of cameras, whether or not we do put up cameras
 - Add to future agenda to discuss actions
- [Mindi] Review meeting minutes from April 29th special board meeting
Mindi makes a motion to approve the minutes
Jim seconds
Motion passes 3-0

Review Meeting Minutes

Jim motions to approve the minutes
Ru seconds
Motion passes 3-0

Review agenda items for next board meeting

- Consent Agenda: Financial, Water, Staff, Projects, and Maintenance reports (2 min)
- [Bud] Reports: Communication, and Correspondence Reports (10 min)
- [Jim] Roadway and easement discussion: draft v2 letter (10 min)
- [Susan] Capital Improvement Plan: Review draft timeline and costs (15 min)
- [Susan] Capital Improvement Plan: To schedule regular cadence for re-review (5 min)
- [Mindi] Review finalized Community Update digital presentation (15 min)
- [Mindi] Review June community engagement email (5 min)
- [Mindi] Discuss potential actions to reduce dumping at front of canyon (10 min)
- [All] Discuss return to in-person meetings (10 min)

Adjourned at 9:50 p.m. until the next meeting on Wednesday, June 16th, 7:00 p.m.