

MINUTES – BURNEY WATER DISTRICT
Board of Director’s Regular Meeting
August 15, 2024 – 6:30 p.m.

ITEM

1. CALL TO ORDER AND ROLL CALL

PRESENT: Directors Jim Hamlin, Britta Rogers, David Barry, Fred Ryness, and Rodney Armstrong.

ABSENT: None.

STAFF: David Zevely, District Manager, and Administrative Assistant / Pool Manager, Stephanie McQuade.

CALL TO ORDER: President Britta Rogers called the Regular Meeting to order at 6:34 p.m.

2. PUBLIC SPEAKERS:

None.

3. Consent Calendar:

3A. Approve the Minutes of the July 18, 2024, Regular Board Meeting.

3B. Approve the Minutes of the June 18, 2024, Swimming Pool and Parks Committee Meeting.

3C. Approve the Minutes of the June 18, 2024, Planning, Standards, and Ordinances Committee Meeting.

3D. Approve the Minutes of the June 19, 2024, Finance Committee Meeting.

Director Barry made a motion to approve the Consent Calendar. Director Armstrong seconded the motion.

AYES: HAMLIN, ROGERS, BARRY, RYNESS, ARMSTRONG.

ABSENT: NONE.

CARRIED

BUSINESS:

4. USDA Rural Development WWTP Headworks Funding Agreement Application and Authorize Manager Zevely to Submit Application. Presentation by PACE Engineer Laurie McCollum: District Manager David Zevely informed the Board the “headworks” at the Waste Water Treatment Plant (WWTP) has been in service since the 1980’s and has been having several issues which are causing Permit Exceedances. Manager Zevely has come up with short term solutions to mitigate the issue by changing the pumping strategy at the Main Lift Station, improving the drain system at the headworks and expanding the drain apron at the headworks. The long-term solution is to improve the screening equipment and headworks building. These improvements are expensive.

Laurie McCollum with PACE Engineering informed the Board that it has been an ongoing issue but thought it was due to freezing and planned to heat the building to try to resolve the issue. Once they started bringing the new processes online from the recent plant and lift station improvements, they caused more flow to the headworks and added to the headworks issue. Ms. McCollum requested the State allow the District to include the headworks improvements and additional funding to fix this issue while under current State funded WWTP improvements. The State Division of Finance staff declined the request and informed the District to seek funding from other sources. Therefore, the District Manager and District Engineers have been in communication with USDA Rural Development for a possible loan with a grant component.

The preliminary estimate for the requested improvements is approximately 2.5 million dollars. This includes replacement of the influent headworks screening unit, improving the existing headworks building, and replacement of several plug valves that are currently inoperable in the pond system. Until the grant is submitted along with all other documents requested, the loan rate is unknown or how much of the project will be grant funded. The grant component could be anywhere from 20-75% of the total cost of the project. The loan component includes a low interest loan over 40 years.

In the draft rate study, this project was included for 100% of the project being funded by rate payers, and the increase to the monthly household equivalent is projected at \$5.50. The decision at this meeting is for the board to authorize the funding agreement application be submitted. Once submitted, the USDA will review the application, provide the District with the information regarding how much of the project will be funded by grant funding and the loan component, and then the Board will decide on whether to fund the project through the USDA. Director Hamlin made a motion to Authorize Manager Zevely to Submit a Funding Agreement Application to USDA Rural Development for the WWTP Headworks and valve improvement project. Director Barry seconded the motion.

AYES: HAMLIN, ROGERS, BARRY, RYNESS, ARMSTONG.

ABSENT: NONE.

CARRIED

5. **Authorize District Manager to Sign General Engineering Services Agreement Project No. 0306.51, PACE Engineering, Fiscal Year 24/25:** District Manager Zevely informed the Board this is an Annual Agreement and has historically been set at \$20,000.00 but requested PACE set it at \$30,000.00 due to all the current projects. Director Barry made a motion to Authorize District Manager to Sign General Engineering Services Agreement Project No. 0306.51, PACE Engineering, Fiscal Year 24/25. Director Hamlin seconded the motion.

AYES: HAMLIN, ROGERS, BARRY, RYNESS, ARMSTRONG.

ABSENT: NONE.

CARRIED

6. **Review Reserves Account Balances for the month ending July 31, 2024:** District Manager David Zevely summarized the Reserves Account Balances for the Month Ending July 31, 2024, with the Board and answered questions.
7. **Review CoBank Line of Credit Balance for the month ending July 31, 2024:** District Manager David Zevely summarized the CoBank Line of Credit Balance for the Month Ending July 31, 2024, with the Board and answered questions.

REPORTS:

7. **Presidents Report:** None.

8. **Director Reports / Committee Reports:** Director Ryness reported that he has been busy with BWD, CSDA and LAFCO attending committee meetings. At the Swimming Pool and Parks meeting they discussed the grant project for the Civic Park.
9. **Pool Manager's Report / Friends of the Pool Committee Report:** Pool Manager Stephanie McQuade reported that the pool has been busy. Just finished the final session of swim lessons for the season. Due to the smoke caused by the Park Fire some parents pulled their children out of the final session of swimming lessons. Attendance for most programs were up this year. Have had lots of plumbing problems in the bathrooms and will be getting them replumbed before next season. Have had several issues in the pump room this year for the Main and Therapy Pools. The Therapy pool has been down for several weeks due to lack of flow. Problem solved the issue and am coming up with solutions and waiting for parts to arrive and planning on getting the pool up before the end of the season. Currently going through the pumproom and making a replacement list for next year. Most employees are done for the season. Closing Day for the pool is scheduled for Friday, August 30th, 2024.
10. **District Manager's Report:** Manager Zevely reported on the following items:
- Field staff repaired a pressure reducer valve (PRV) in the water distribution system.to the high-pressure side; the pressure in that section of the water system was 80 PSI; after the repairs system pressure was set to 55 PSI.
 - Staff received a complaint after the PRV was fixed and staff tested the pressure, it was at 55 PSI.
 - Field staff repaired a sidewalk in front of a business due to a slight sinkhole possibly caused by leaking water around a water meter.
 - Completed samples for both the WWTP and water distribution systems.
 - Field Staff completed meter reading for the month.
 - Conducting and wrapping up Lead and Copper Sampling. Every three years the District is required to collect water samples from households which are sent out for analysis and reported to the State. This information will be included in the District's Annual Consumer Confidence Report.
 - Received a call from the State Regulator, he recommended that Manager Zevely attend a Lead Service Line Inventory Webinar. The Webinar details the New Federal Requirements regarding inventory of the customer and District water service lines. The District's approved plan will inspect at least 20% of water service lines on both the customer and District side of the service lines. This information will be submitted to the State when completed. The District requested grant funding to pay for this work.
 - Having problems with some new equipment at the Wastewater Treatment Plant; One of the new controllers is not registering a dissolved oxygen sensor signal. Staff and the District Engineers are working with the manufacturer to solve the problem.
 - Election Nominations for the Board are complete. It was posted on the website, in the newspaper and on the front door.
11. **Adjourn to Closed Session:** President Rogers adjourned the meeting to Closed Session at 8:06 p.m.
- 11.A **Adjourn to Closed Session pursuant to Government Code Section 54957.6 – Conference with Labor Negotiators.**
Agency Negotiators: David Zevely, Britta Rogers, David Barry.
Employee Organization: Burney Classified Employees Unit (BCEU) & United Public Employees of California (UPEC), Local 792.

12. **Reconvene Open Session and Announce Any Reportable Actions Taken in Closed Session:** The meeting was Reconvened at 8:02 p.m., and there were no reportable actions taken.
14. **Review Future Agenda Items and Summarize Board Direction:** Negotiations Committee Meeting scheduled for Monday, August 19, 2024, at 6:30 p.m. Next Regular Meeting is Scheduled for Thursday, September 19, 2024, at 6:30 p.m.
15. **Adjournment:** Director Ryness moved for adjournment. Director Armstrong seconded the motion. The meeting was adjourned at 8:06 p.m.

AYES: HAMLIN, ROGERS, BARRY, RYNESS, ARMSTRONG.

ABSENT: NONE.

CARRIED

CHAIRPERSON

BOARD SECRETARY