

**Burney Water District  
Board of Director's Regular Meeting  
February 17<sup>th</sup>, 2022**

**ITEM**

**1. CALL TO ORDER AND ROLL CALL**

**PRESENT:** Directors Jim Hamlin, Britta Rogers, David Barry, Fred Ryness, Sarah Clark, District Manager David Zevely and Administrative Assistant Stephanie McQuade.

**ABSENT:** None.

**CALL TO ORDER:** President Jim Hamlin called the Regular Meeting to order at 6:30 p.m.

**2. PUBLIC SPEAKERS:**

None.

**3. Consent Calendar:**

**3A. Approve the Minutes of the February 8<sup>th</sup>, 2022 Planning, Standards and Ordinances Standing Committee Meeting.**

**3B. Approve the Minutes of the February 3<sup>rd</sup>, 2022 Special Meeting.**

**3C. Approve the Minutes of the January 6<sup>th</sup>, 2022 Special Meeting.**

**3D. Approve the Minutes of the December 16<sup>th</sup>, 2021 Regular Meeting.**

**3E. Financial Reports for the Month Ending October 31<sup>st</sup>, 2021.**

Director Ryness made a motion to Approve the Consent Calendar. Director Rogers seconded the motion.

**AYES: HAMLIN, ROGERS, BARRY, RYNESS, CLARK.**

**ABSENT: NONE.**

**CARRIED**

**BUSINESS:**

- 4. Review and Approve the Recommendation of Award Letter from Laurie McCollum with PACE Engineering for Waste Water Treatment Plant Improvement Project # C-06-8108-110 to Award RTA Construction, Inc. \$4,450,027.85 for Base Bid and a Contingent Award of \$1,639,000.00 for Additive Alternatives if Awarded Additional Funds from the CWSRF:** Laurie McCollum with PACE Engineering informed the Board RTA Construction Inc. was the low bidder on the Waste Water Treatment Plant Improvement Project. The District has entered the Final Budget Approval Process and PACE has uploaded all documentation regarding the Waste Water Treatment Plant Improvement Project. It will take one to two months for the Division of Finance to Review those documents before they produce a letter stating everything has been reviewed and looks good, which will allow the District to spend up to the current funding agreement. The District will have to wait another four to six months beyond that for the revised letter increasing the grant funds to including the funding for

the Additive Alternatives. Laurie McCollum spoke with RTA and they are familiar with these grant projects and if the District awards the base bid including a contingent award for the additive alternates if awarded the additional funds from CWSRF. Laurie recommends the District awards for both the Base Bid and Contingent on the Additive Alternatives so we lock in at that price. Once awarded RTA will begin administrative work on the project including ordering equipment. Director Ryness made a motion to Approve the Recommendation of Award Letter from Laurie McCollum with PACE Engineering for Waste Water Treatment Plant Improvement Project # C-06-8108-110 to Award RTA Construction, Inc. \$4,450,027.85 for Base Bid and a Contingent Award of \$1,639,000.00 for Additive Alternatives if Awarded Additional Funds from the CWSRF. Director Barry seconded the motion.

5. **Authorize District Manager and Board Chairperson to Sign the Notice of Award for the Waste Water Treatment Plant Improvement Project:** Director Barry made a motion to Authorize District Manager and Board Chairperson to Sign the Notice of Award for the Waste Water Treatment Plant Improvement Project. Director Clark seconded the motion.

**AYES: HAMLIN, ROGERS, BARRY, RYNESS, CLARK.**

**ABSENT: NONE.**

**CARRIED**

6. **Review and Approve the Recommendation of Award Letter from Laurie McCollum with PACE Engineering for the Collection System Improvement Project – Phase 2 # C-06-8108-310 to Award RTA Construction, Inc. \$1,062,000.00 for Base Bid and a Contingent Award of \$726,000.00 for Additive Alternatives if Awarded Additional Funds from the CWSRF:** Laurie McCollum with PACE Engineering informed the Board that RTA Construction Inc. was the low bidder for the Collection System Improvement Project – Phase 2. The District has entered the Final Budget Approval Process and PACE has uploaded all documentation regarding the Collection System Improvement Project – Phase 2. It will take one to two months for the Division of Finance to Review those documents before they produce a letter stating everything has been reviewed and looks good which will allow the District to spend up to the current funding agreement. The District will have to wait another four to six months beyond that for the revised letter increasing the grant funds to including the funding for the Additive Alternatives. Laurie recommends the District awards for both the Base Bid and Contingent on the Additive Alternatives so we lock in at that price, once awarded RTA will begin administrative work on the project including ordering equipment. Director Rogers made a motion to Approve the Recommendation of Award Letter from Laurie McCollum with PACE Engineering for the Collection System Improvement Project – Phase 2 # C-06-8108-310 to Award RTA Construction, Inc. \$1,062,000.00 for Base Bid and a Contingent Award of \$726,000.00 for Additive Alternatives if Awarded Additional Funds from the CWSRF. Director Barry seconded the motion.

**AYES: HAMLIN, ROGERS, RYNESS, BARRY, CLARK.**

**ABSENT: NONE.**

**CARRIED**

7. **Authorize District Manager and Board Chairperson to Sign the Notice of Award for the Collection System Improvement Project – Phase 2:** Director Ryness made a motion to Authorize District Manager and Board Chairperson to Sign the Notice of Award for the Collection System Improvement Project – Phase 2. Director Barry seconded the motion.

**AYES: HAMLIN, ROGERS, BARRY, RYNESS, CLARK.**

**ABSENT: NONE.**

**CARRIED**

9. **Authorize District Manager and Board Chairperson to Sign Necessary Documents for the Burney Water District to go out to Bid for the Water Meter Replacement Project – Phase 1:** The District has been working with PACE Engineering to replace Routes 1 and 2 along with the Businesses with Radio Reads through grant funding of \$718,477.00. Cost increases have gone up 20-30%, in order to complete the full scope of the project it could cost the District \$140,000.00 to \$240,000.00 or if they just use the grant funds then the District will not be able to complete both routes. District Manager David Zevely informed the Board that to complete the entire project they would need to utilize the Capital Improvement Funds to cover the increased costs. The District already has increased the Water Base Rate by \$6.00 per month for Meter Replacement. This project has not been put out to bid yet and the Board needs to determine if the District should move forward to complete the full scope of the project or just the amount covered by the grant funds. Director Barry made a motion to Authorize the District Manager and Board Chairperson to Sign Necessary Documents for the Burney Water District to go out to Bid for the Water Meter Replacement Project – Phase 1. Director Ryness seconded the motion.

**AYES: HAMLIN, ROGERS, BARRY, RYNESS, CLARK.**

**ABSENT: NONE.**

**CARRIED**

9. **Review the Technical Memorandum from PACE Engineering Regarding the Burney Water District Radio Improvement Project and Authorize District Manager David Zevely to make necessary Improvements:** District Manager David Zevely informed the Board that during the stormy weather we began having communication issues with our communication between wells and tanks which caused continuous alarms that the on call staff had to address. PACE Engineering Technicians came out to look at District equipment at the Wells, three tanks and Burney Water District Office to determine how to resolve these alarms. They came back with recommendations on some replacement of equipment and realign antennas for signal strength. The range in price to make these improvements ranges from \$7,200.00 to \$16,300.00. These improvements will reduce overtime, make it so our pumps are not running when not necessary and reduce tank overflows. Director Ryness made a motion to Authorize District Manager David Zevely to make necessary Improvements. Director Clark seconded the motion.

**AYES: HAMLIN, ROGERS, BARRY, RYNESS, CLARK.**

**ABSENT: NONE.**

**CARRIED**

10. **Discuss Interim Financing Options for Wastewater Treatment Plant Improvement Project and Collection System Improvement Project – Phase 2:** District Manager David Zevely informed the Board that he has been in contact with three banks regarding the Interim Financing and informed the Board on where we are at with CoBank, CSDA Financing and Tri Counties Bank. Manager Zevely is waiting for more information and is hoping to have enough information for the Board to make a decision at the next Regular Meeting in March. Board directed District Manager David Zevely to find out some information regarding the interest on Line of Credits.

11. **Review and Approve Resolution 2022-01 Approving Application for Rural Recreation and Tourism Program Grant Funds:** Director Ryness made a motion to Approve Resolution 2022-02 Approving for Rural Recreation and Tourism Program Grant Funds. Director Barry seconded the motion.

**ROLL CALL: HAMLIN-AYE, ROGERS-AYE, BARRY-AYE, RYNESS-**

**AYE, CLARK-AYE.**

**ABSENT: NONE.**

**CARRIED**

12. **Discuss Options for Bidding District Surplus Items:** Administrative Assistant Stephanie McQuade informed the Board of three options for bidding District Surplus Items. Could advertise it on the District Website and Local Newspaper and have the customers bring their sealed bids into the Office, or online through Bid Cal Inc., or use the Surplus Marketplace through CSDA at no cost. The Board recommended that the District uses the Surplus Marketplace through CSDA and have a link on the District Website and maybe advertise it in the Local Newspaper.
13. **Discuss and Determine to Hold Bay City Electric to Original Cost of Purchase Order for Well 6/7 and WWTP Gensets and Automatic Transfer Switches or to Include Cost Increase in Grant Funding:** District Manager David Zevely informed the Board that Kohler is the genset manufacturer said they are going to increase the price even though we have ordered them through Bay City Electric. The District could potentially hold Bay City to the price but may not be in our best interest because they will be doing all repairs and maintenance on our generators. We may be able to get reimbursed for the increase of costs on the generators to through the Grant Funding. Director Ryness made a motion to Include Cost Increase in Grant Funding for the Purchase of Generators with ATS for Wells 6 and 7 and the WWTP. Director Barry seconded the motion.

**AYES: HAMLIN, ROGERS, BARRY, RYNESS, CLARK.**

**ABSENT: NONE.**

**CARRIED**

**REPORTS:**

10. **Presidents Report:** None
11. **Director Reports / Committee Reports:** Director Ryness reported that he has been down to Sacramento for CSDA and attended several zoom meeting for his standing committees. Went to his LAFCO meeting at the Board of Supervisors Chambers. Attended the Windmill fight in Montgomery Creek.
12. **Pool Manager's Report / Friends of the Pool Committee Report:** Pool Manager Stephanie McQuade reported that she attended a Lifeguard Instructor Review Course on December 28<sup>th</sup> and a Lifeguard Challenge Course on December 29<sup>th</sup>, both in Sacramento and Passed. Now taking applications for the 2022 pool season for Lifeguard and WSI. Burney Regional Community Fund, Redding Rancheria Community Fund and the McConnell Fund through Community Foundation of the North State all due in March. Looking at applying for the First 5 grant for swim lesson scholarships for transitional kindergarteners and kindergarteners.
13. **District Manager's Report:** David Zevely Reported on the following items:
- Please see District Manager Report.
14. **Review Future Agenda Items and Summarize Board Direction:** Update from Doug Lindgren regarding Power Generation Plant, District Surplus Items and Interim Financing. Next Regular Meeting March 17<sup>th</sup>, 2022.
15. **Adjournment:** Director Hamlin moved for adjournment. Director Barry seconded the motion. The meeting was adjourned at 7:58 p.m.

**AYES: HAMLIN, ROGERS, BARRY, RYNESS, CLARK.**  
**ABSENT: NONE.**

**CARRIED**

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CHAIRPERSON

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BOARD SECRETARY