

**Burney Water District  
Board of Director's Regular Meeting  
November 15<sup>th</sup>, 2018**

**ITEM**

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

**PRESENT:** Directors Jim Hamlin, Britta Rogers, Roger Borkey, Fred Ryness and District Manager Willie Rodriguez.

**ABSENT:** Director Tanya Taylor.

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

**2. PUBLIC SPEAKERS:**

None.

**3. CONSENT CALENDAR:**

- 3A. Approval of Minutes of the Finance Standing Committee Meeting of October 24<sup>th</sup>, 2018. (Original to be signed at meeting)**
- 3B. Approval of Minutes of the Regular Meeting of October 25<sup>th</sup>, 2018. (Original to be signed at meeting)**
- 3C. Approval of Minutes of the Public Relations Standing Committee Meeting of October 29<sup>th</sup>, 2018. (Original to be signed at meeting)**
- 3D. Approval of Minutes of the Personnel and Policies Standing Committee Meeting of October 31<sup>st</sup>, 2018. (Original to be signed at meeting)**
- 3E. Financial Reports for the Month Ending October 31<sup>st</sup>, 2018.**

Director Hamlin made a motion to Approve the Consent Calendar. Director Borkey seconded the motion.

**AYES: HAMLIN, ROGERS, BORKEY, RYNESS.**

**ABSENT: TAYLOR.**

**CARRIED**

**BUSINESS:**

- 4. Presentation of Burney Water District FY 1617 Third-Party Financial Audit – Singleton Auman:** Clay Singleton from Singleton Auman presented the Burney Water District FY 1617 Third-Party Financial Audit with the Board and answered questions.
- 5. Review and Approve Resolution 2018-06 Adopting of the Upper Pit River Integrated Regional Water Management Plan (IRWMP):** District Manager Willie Rodriguez summarized the Integrated Regional Water Management Plan with the Board and answered questions. Adopting this resolution will allow us to apply for grants through IRWMP for infrastructure. We are going to be grouping up with Fall River and Bieber in the grant

application for the replacement of meters. The next meeting will be on November 19<sup>th</sup> which he will be attending. Director Borkey made a motion to approve Resolution 2018-06 Adopting the Upper Pit River Integrated Regional Water Management Plan (IRWMP). Director Rogers seconded the motion.

**ROLL CALL: HAMLIN-AYE, ROGERS-AYE, BORKEY-AYE, RYNESS-AYE.**

**ABSENT: TAYLOR.**

**CARRIED**

6. **Discuss Progress on Washburn-Bue Park:** District Manager Willie Rodriguez that he attended a meeting on November 1<sup>st</sup> put together by Lisa Berry from the County regarding the Parks. They discussed putting together a community meeting and preparing to ask for public input regarding Washburn and Civic park and see what the community would like to see at the parks. Discuss concerns about maintenance, cost and make future plans that are community minded at the meeting in February. Fire Chief Keady discussed with Willie about the railroad ties and considering acquiring the property at the head of the trail to do an amphitheater on that property and turn it into a park. Also discussed a grant opportunity in 2019 that is targeted for low income communities, however without sustainable funding for maintenance of the park we will not be able to compete for it. Soroptimist is collecting “pocket change” at businesses around town and will donate the money to the parks.
7. **Discuss Progress on Online Bill Pay and Credit Card Transactions:** District Manager Willie Rodriguez reported that we are anticipating changing our statement to an 8 ½ x 11” for our December billing. BillMaster and Jet Pay are trying to interconnect for our online, credit and debit transactions. All transactions that will be done online or by debit or credit have a two dollar fee that goes directly to Jet Pay at the customers expense. We ran one transaction in the office through swiping a debit card and it went through. Next week we will be trying out the online bill pay and then try a call in. In December we are hoping to go live with our online bill pay and taking credit and debit transactions. Billing costs will go up because we have pay more for first class envelope letter but we will be able to offer electronic statements.

#### **REPORTS:**

8. **Presidents Report:** President Fred Ryness reported that he had a Member Services Meeting on November 1<sup>st</sup> in Sacramento and reported about Government Surplus property. He volunteered to be an ambassador under CSDA for new members.
9. **Director Reports / Committee Reports:** None.
10. **Pool Manager’s Report / Friends of the Pool Committee Report:** Pool Manager Stephanie McQuade reported she received the engineered documents and drawings from Ultra Shade which are being purchased through the Burney Regional Community Fund. They had to go to the Fire Department to be approved and now they are at the County. Once approved by the County we will place our order and install in the Spring for our 2019 season.
11. **District Manager’s Report:** Willies reported on the following items:
  - Shasta County Board of Supervisors appointed Ellen Songer in lieu of election to the Burney Water District Board of Directors for a four year term beginning December 2018 and ending December 2022 at their November 13<sup>th</sup> meeting.
  - Will be attending an Integrated Regional Water Management Plan meeting on Monday 19<sup>th</sup>.

- Will be attended the Intermountain Preparedness group meeting on Tuesday, the 20<sup>th</sup> at 11:00 a.m. at the Hospital in Fall River. They meet once a month and rotate the meetings between Bieber, Fall River and Burney.
- Next Public Relations Meeting is scheduled for November 26<sup>th</sup> at 12:00 p.m. The next Personnel and Policies Meeting is scheduled for November 28<sup>th</sup> at 10:00 a.m. The next Regular Meeting will be December 13<sup>th</sup> at 6:30 p.m. and there will be no standing committee meetings in December and will resume them in January 2019.

12. **Adjourn to Closed Session:** The Board went into closed session at 8:01.  
**Closed Session Per Section 54956.9(a) Conference with Legal Counsel – Existing Litigation**  
**Title: Sibert v Burney Water District**
13. **Adjourn to Closed Session pursuant to Government Code Section 54957.6 – Conference with Labor Negotiators.**  
**Agency Negotiators:** Willie Rodriguez, Britta Rogers and Fred Ryness.  
**Employee Organization:** Burney Classified Employees Association (BCEA) & Laborers Local 185.
14. **Reconvene Open Session and Announce Any Reportable Actions Taken in Closed Session:** Meeting was Reconvened at 8:33, Director Ryness reported that negotiations should be closed in January 2019, and there were no other reportable actions.
15. **Review Future Agenda Items and Summarize Board Direction:** Washburn-Bue and Civic Parks, Online Bill Pay, New Billing Statements, and Board Organization.
16. **Adjournment:** Director Rogers made a motion for adjournment. Director Hamlin seconded the motion. The meeting was adjourned at 8:42 p.m.

**AYES: HAMLIN, ROGERS, BORKEY, RYNESS.**  
**ABSENT: TAYLOR.**

**CARRIED**



CHAIRPERSON



BOARD SECRETARY