

**Burney Water District
Board of Director's Regular Meeting
October 19, 2023**

ITEM

1. CALL TO ORDER AND ROLL CALL

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

ABSENT: Director Rodney Armstrong.

CALL TO ORDER: President David Barry called the Regular Meeting to order at 6:30 p.m.

2. PUBLIC SPEAKERS:

None.

3. Consent Calendar:

3A. Approve the Minutes of the August 16, 2023, Finance Standing Committee Meeting.

3B. Approve the Minutes of the August 16, 2023, Public Relations Standing Committee Meeting.

3C. Approve the Minutes of the August 17, 2023, Regular Meeting.

3D. Approve the Minutes of the September 19, 2023, Planning, Standards and Ordinances Standing Committee Meeting.

3E. Approve the Minutes of the September 19, 2023, Personnel and Policies Standing Committee Meeting.

3F. Approve the Minutes of the September 19, 2023, Swimming Pool and Parks Standing Committee Meeting.

3G. Approve the Minutes of the September 20, 2023, Finance Standing Committee Meeting.

3H. Approve the Minutes of the September 20, 2023, Public Relations Standing Committee Meeting.

3I. Approve the Minutes of the September 21, 2023, Regular Meeting.

3J. Approve the Minutes of the October 4, 2023, Special Meeting.

3K. Approve the Minutes of the October 10, 2023, Special Meeting.

3L. Financial Reports for the Month Ending March 31, 2023.

3M. Financial Reports for the Month Ending April 30, 2023.

Director Armstrong made a motion to Table the Consent Calendar. Director Rogers seconded the motion.

AYES: HAMLIN, ROGERS, BARRY, RYNESS.

ABSENT: ARMSTRONG.

CARRIED

BUSINESS:

- 4. Consider Shasta LAFCO Special District Representative Nominees:** Director Hamlin made a motion to nominate Fred Ryness as the candidate for the Regular Special District Member – Seat 1 and Rosemary Smith as the candidate for Special District Member – Alternate Seat. Director Barry seconded the motion. Director Ryness abstained.

AYES: HAMLIN, ROGERS, BARRY.

ABSTAIN: RYNESS.

ABSENT: ARMSTRONG.

CARRIED

- 5. Review Current PACE Engineering Agreement Exhibit A – Standard Charges for Professional Services:** Director Ryness informed the Board that he requested this item be on the agenda because he questions PACE Engineering hourly rates. He addressed his concerns to the Board. Director Barry and District Manager David Zevely informed Director Ryness that the hourly wages are fully burdened wages that include hourly wages, benefits, profits, etc., and they are comparable to other Engineering Firms.

- 6. Review of District’s Emergency Notification Plan Draft Document:** District Manager David Zevely summarized changes made to the District’s Emergency Notification Plan Draft Document with the Board and answered questions. Director Barry received a suggestion from Lisa Barry with Shasta County that the District should have a volunteer tree with Team Leader contacts. For example, 5 leaders are called and they each call 5 volunteers that report to them. This volunteer effort can efficiently distribute important information through our community.

- 7. Review and Approve Burney Water District Newsletter for Quarter 3, 2023:** Director Hamlin made a motion to Approve Burney Water District Newsletter for Quarter 3, 2023. Director Rogers seconded the motion.

AYES: HAMLIN, ROGERS, BARRY, RYNESS.

ABSENT: ARMSTRONG.

CARRIED

- 8. Review Reserves Account Balances for the Month Ending September 30, 2023:** District Manager David Zevely summarized the Reserves Account Balances for the Month Ending September 30, 2023, with the Board and answered questions.

- 9. Review CoBank Line of Credit Balance for the Month Ending August 31, 2023:** District Manager David Zevely summarized the CoBank Line of Credit Balance for the Month Ending September 30, 2023, with the Board and answered questions. District Manager informed the Board that last week that \$100,000.00 was transferred from Account 9210 BWD - Water/Sewer Capital Improvement Replacement Reserve into our Main Cash Account.

REPORTS:

10. **Presidents Report:** None.
11. **Director Reports / Committee Reports:** Director Fred Ryness attended committee meetings with BWD and CSDA.
12. **Pool Manager's Report / Friends of the Pool Committee Report:** Pool Manager Stephanie McQuade reported that the new filters and filter media came in this month. Will be going over within the next two weeks to finish winterizing and install the new filters. The District was informed that the Washburn-Bue Park Improvement Project was not awarded funding through the Clean California Local Grant Program – California Department of Transportation (Caltrans). Will be looking for additional funding to apply for the project and may be splitting it up into phases to complete the project.
13. **District Manager's Report:** David Zevely Reported on the following items:
 - See District Managers Report. He highlighted the following items in the report.
 - Met with Mr. Bruce Ross, District Director at Mr. Brian Dahle's office to discuss the District's need for our Water System Improvement Project that is in review at the SWRCB. Since the meeting the State has been in contact with the District and were informed that this project is a high priority and they discussed establishing an agreement.
 - The SWRCB approved the agreement for a funding amendment for the WWTP project. This amendment increases the WWTP project grant funding from 5.8M to 8.7M.
 - Staff have been working with Smart Workforce as part of a new hire partnership. The Smart Workforce establishes a relationship with the new hire and provides 50% of the new employees pay for up to 3 months and pay for work attire, such as boots and clothing.
 - Manually operated a failed valve at well six and monitored reservoir levels. Staff had to manually open/close the valve either during or after regular business hours.
 - 6 customers reported Chlorine odor/taste in their water.
14. **Adjourn to Closed Session:** Director Barry adjourned at 7:22 p.m.
15. **Closed Session Pursuant to Government Code Section 54957.6 – Conference With Labor Negotiators.**
Agency Negotiators: David Zevely and Burney Water District Board of Directors.
Employee Organization: Burney Classified Employees Unit (BCEU) & United Public Employees of California (UPEC), Local 792.
16. **Reconvene Open Session and Announce Any Reportable Actions Taken in Closed Session:** President David Barry reconvened the meeting at 8:15 p.m. No action was taken in closed session. They agreed to have a Special Meeting on October 24, 2023, at 9:00 a.m. to further discuss.
17. **Review Future Agenda Items and Summarize Board Direction:** Special Meeting on October 24, 2023, to discuss Closed session item – labor negotiations, Updated Draft

Emergency Notification Plan. Next Regular Meeting is Scheduled for Thursday, November 16, 2023, at 6:30 p.m.

- 18. Adjournment:** Director Hamlin moved for adjournment. Director Ryness seconded the motion. The meeting was adjourned at 8:20 p.m.

AYES: HAMLIN, ROGERS, BARRY, RYNESS.

ABSENT: ARMSTRONG.

CARRIED

CHAIRPERSON

BOARD SECRETARY