

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

**ITEM**

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

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

**ABSENT:** Director Tanya Taylor.

**CALL TO ORDER:** President Roger Borkey called the Regular Meeting to order at 6:37 p.m.

**2. PUBLIC SPEAKERS:**

None.

**3. CONSENT CALENDAR:**

**3A. Approval of Minutes of the Finance Standing Committee Meeting of January 17<sup>th</sup>, 2018.  
(Original to be signed at meeting)**

**3B. Approval of Minutes of the Regular Meeting of January 18<sup>th</sup>, 2018.  
(Original to be signed at meeting)**

**3C. Financial Reports for the Month Ending January 31<sup>st</sup>, 2018.**

Director Hamlin made a motion to Approve Items 3A and 3B of the Consent Calendar.  
Director Rogers seconded the motion.

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

**ABSENT: TAYLOR.**

**CARRIED**

**BUSINESS:**

**4. Determine Board Organization for 2018 Calendar Year:**

**4A. Election of President (Board Policy 5010.5):** Director Hamlin nominated Director Fred Ryness. Director Rogers seconded the motion.

**4B. Election of Vice President (Board Policy 5010.5):** Director Hamlin nominated Director Britta Rogers. Director Rogers declined. Director Rogers nominated Director Jim Hamlin. Director Borkey seconded the motion.

**4C. Consider Revising Board Policy Standing Committees:** Director Ryness made a motion to Revise Board Policy Standing Committees. Director Rogers seconded the motion.

**i. Planning Committee – Planning, Standards & Ordinances Committee**

**ii. Personnel Committee – Personnel and Policies Committee**

**4D. Appointment of Standing Committees (Board Policy):** All Board Members discussed that they were happy with the Committees they have been on the past year. Director Hamlin made a motion to keep the Standing Committees as they currently are.

Director Rogers seconded the motion.

- i. **Planning Committee**
- ii. **Personnel Committee**
- iii. **Finance Committee**
- iv. **Public Relations Committee**
- v. **Swimming Pool Oversight Committee**

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

**ABSENT: TAYLOR.**

**CARRIED**

5. **Schedule Standing Committee Meetings:** District Manager Willie Rodriguez requested that they start holding monthly meetings for each Standing Committee. The Board members will look at their schedules to see what will work best for them and get back to the office to schedule them.
6. **Review Reserves Balance Sheet:** District Manager Willie Rodriguez summarized the District Reserves accounts with the Board and answered questions.

**District Manager Willie Rodriguez requested to move to item 9.**

9. **Request for Waiver of Water and Sewer Capacity Charges, Materials and Installation Costs – Burney Basin Little League:** Evelyn Maldonado and Coby Fraizer were in attendance representing the Burney Basin Little League. The request comes from a project Burney Basin Little League completed years ago where they build a concession at the Washburn-Bue park, but it has no access to running water or the sewer system. They would like to have the ability to have running water so they can serve more items and increase their revenue. They believe that it would make it a more attractive rental to various organizations in the community if this was provided. They cannot afford to pay the capacity charges because they are trying to keep the costs to the participants low and are using the revenue they have for equipment and the cost of maintaining the facility. Evelyn spoke on behalf of Burney Basin Little League and informed the board of the difference it would make having to water and that she has been working with the Pit River Tribe Maintenance Crew to work on the fields to get them back into good repair. District Manager Willie Rodriguez believes that this would be a benefit to the District since we own the facility and recommends that the Board approves to waive the water and sewer capacity charges along with the materials and installation costs. Director Ryness made a motion to Waive the Water and Sewer Capacity Charges, Materials and Installation Costs at Washburn-Bue Park – Burney Basin Little League. Director Hamlin seconded the motion.
7. **Consider Authorizing Board Members and Staff Training, Travel, and Lodging in Sacramento – March 20<sup>th</sup>, 2018 SDRMA Spring Education Day:** District Manager Willie Rodriguez explained that this used to be called Safety Claims Education Day and the focus is on safety, workers compensation claims, property/liability issues and they also offer some additional modules for and safety classes. Because we are SDRMA members, the registration is free for us and we receive credit incentive points for attending this training. Director Rogers made a motion to Authorize Board Members and Staff, Travel, and Lodging in Sacramento – March 20<sup>th</sup>, 2018 SDRMA Spring Education Day. Director Hamlin seconded the motion.

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

**ABSENT: BORKEY, TAYLOR.**

**CARRIED**

8. **Request for Waiver of Pool Fees – Colvin:** District Manager Willie Rodriguez had a customer approach him about waiving the pool fee for their account. He made a recommendation to the Board to not waive the fees because if you do it for one person you have to do it for everyone. Director Hamlin made a motion to decline waiving the monthly pool fee. Director Ryness seconded the motion.

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

**ABSENT: TAYLOR.**

**CARRIED**

10. **Consider District Participation in the FRJUSD Work Ability 1 Program for the School – Suz Crane:** District Manager Willie Rodriguez reported that Suz Crane has come into the office asking for a student to work at one of our facilities for the FRJUSD Work Ability 1 Program for the School. It is a program where kids from the school work at different businesses around the community and gets work experience. The school pays their wages so it would be no cost to the District. She has a student that is interested in working in the field for the District, the concern is that we have had some safety issues over the past years and it seems to be more of a liability for the District. He does not recommend participating in this program at this time. The Board recommended that maybe the District works with the School to educate the kids on what our business is and how it works by having a work experience day by giving tours or presenting a PowerPoint instead of participating in the program. Director Ryness made a motion to decline Participation in the FRJUSD Work Ability 1 Program for the School. Director Rogers seconded the motion.

#### **REPORTS:**

11. **Presidents Report:** None.
12. **Director Reports / Committee Reports:** Director Ryness reported that he attended a CSDA Board Meeting in Sacramento and he also had his two committee meetings via telephone.
13. **Pool Manager's Report / Friends of the Pool Committee Report:** Pool Manager Stephanie McQuade reported that she is working on completing three grants through the Shasta Regional Community Fund that are due in March. She has also scheduled several other trainings to attend in the spring. She will be opening the Lifeguard position at the end of February, doing interviews at the beginning of April, and holding a Lifeguard training for expiring Lifeguards and new ones. Looks like season starts on June 3<sup>rd</sup>, 2018.
14. **District Manager's Report:** Willie reported on the following items:
- Completed AB 1234 Ethics Training Webinar.
  - In December, we had a sample that tested positive for total coliform twice and so the Regional Board will be giving us a citation but it will be coming with apologies. The new Federal Clean Water Act will no longer be giving citations for that once adopted in California but instead will be having us do paperwork so they can see what could have caused this which is why they will be sending apologies with the citation. There was no immediate health threat, just a scare. We will be revising our procedures to prevent this from happening again and will be completing a sample siting plan document which needs to be completed between March and April.
  - Have been having issues with a three horsepower pump at the sludge lagoon. It shorted itself out and we have not been able to contact the company that sold us the equipment. It may not be the right type of pump so we will be talking to PACE to see what their

recommendations are.

15. **Adjourn to Closed Session:** Director Borkey adjourned the meeting at 7:55 for closed session. **Closed Session Per Section 54956.9(a) Conference with Legal Counsel – Existing Litigation**  
**Title: Sibert v Burney Water District**

Director Borkey called for open session at 8:10, no reportable actions were taken.

16. **Review Future Agenda Items and Summarize Board Direction:** Schedule Standing Committees, Financial Reports.
17. **Adjournment:** Director Rogers moved for adjournment. Director Hamlin seconded the motion. The meeting was adjourned at 8:23 p.m.

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

**CARRIED**

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CHAIRPERSON

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BOARD SECRETARY