

**Burney Water District
Board of Director's Regular Meeting
February 23, 2023**

ITEM

1. CALL TO ORDER AND ROLL CALL

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

ABSENT: None.

CALL TO ORDER: President David Barry called the Regular Meeting to order at 6:31 p.m.

2. PUBLIC SPEAKERS:

None.

3. Consent Calendar:

3A. Approve the Minutes of the January 25, 2023, Finance Standing Committee Meeting.

3B. Approve the Minutes of the January 25, 2023, Public Relations Standing Committee Meeting.

3C. Approve the Minutes of the January 26, 2023, Regular Meeting.

3D. Approve the Minutes of the February 15, 2023, Finance Standing Committee Meeting.

3E. Approve the Minutes of the February 15, 2023, Public Relations Standing Committee Meeting.

3F. Financial Reports for the Month Ending October 31, 2022.

Director Hamlin made a motion Approve the Consent Calendar. Director Ryness seconded the motion.

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

ABSENT: NONE.

CARRIED

BUSINESS:

4. Presentation of the Burney Water District FY 21/22 Third-Party Financial Audit – Singleton Auman: Clay Singleton Presented the Burney Water District FY 21/22 Third-Party Financial Audit to the Board and answered questions.

5. Consider Adoption of Resolution 2023-01 – Designating Those Individuals who are Authorized to Sign Checks on Behalf of the Burney Water District: Director Rogers made

a motion to Adopt Resolution 2023-01 – Designating Those Individuals who are Authorized to Sign Checks on Behalf of the Burney Water District. Director Hamlin seconded the motion.

ROLL CALL: HAMLIN, ROGERS, BARRY, RYNESS, ARMSTRONG.

ABSENT: NONE.

CARRIED

6. **Sign CalTRUST Authorized Representatives and Signatories Form:** Director Rogers made a motion to Sign CalTRUST Authorized Representative and Signatories Form. Director Hamlin seconded the motion.

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

ABSENT: NONE.

CARRIED

7. **Sign CoBank Authorized Representatives and Signatories Form:** Director Ryness made a motion to Sign CoBank Authorized Representatives and Signatories Form. Director Rogers seconded the motion.

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

ABSENT: NONE.

CARRIED

8. **Consider SDRMA Call for Nominations – 2023 Election SDRMA Board of Directors to begin January 1, 2024, and Expire December 31, 2027:** No Directors were interested in serving on the SDRMA Board of Directors. No action was taken.

9. **Select Candidate for Shasta LAFCO Regular Special District Member – Seat 2:** Director Hamlin made a motion to select Fred Ryness for Shasta LAFCO Regular Special District Member – Seat 2. Director Rogers seconded the motion. Director Ryness Abstained.

AYES: HAMLIN, ROGERS, BARRY, ARMSTRONG.

ABSTAIN: RYNESS.

ABSENT: NONE.

CARRIED

10. **Authorize District Manager to Sign a Proposal and Contract from Tugwell Roofing Co. for Replacement of Well 8 Roof:** District Manager David Zevely informed the Board that Well 8 roof is leaking and our field staff have made temporary repairs. The roof needs to be replaced. Director Hamlin made a motion to Authorize District Manager, David Zevely, to Sign a Proposal and Contract form Tugwell Roofing Co. for Replacement of Well 8 Roof. Director Rogers seconded the motion.

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

ABSENT: NONE.

CARRIED

11. **Review Reserves Account Balances for the Month Ending January 31, 2023:** District Manager David Zevely summarized the Reserves Account Balances for the Month Ending January 31, 2023 with the Board and answered questions.

12. **Review and Discuss CalTRUST Funding Options:** District Manager Zevely contacted the CalTrust Representative and informed the Board the current account would have to be closed (and any losses or gains would be realized at close) in order to invest reserve monies in a different fund. At this time, it is recommended to keep the reserve monies in the current fund.

13. **Review CoBank Line of Credit Balance for the Month Ending January 31, 2023:** District Manager David Zevely summarized the CoBank Line of Credit Balance for the Month Ending January 31, 2023 and informed the Board that the District paid off the Line of Credit on January 4, 2023 and have not had to utilize any funds.
14. **Consider Rescheduling the March 16th, Regular Board Meeting to March 23, 2023 at 6:30 p.m.:** District Manager David Zevely informed the Board that he will be out of town for the Scheduled March 16, 2023 and requested to move the Board Meeting back a week. Director Hamlin informed the Board that he already has commitments and requested to move the Meeting to Wednesday, March 22, 2023. Director Hamlin made a motion to reschedule the March 16, Regular Board Meeting to Wednesday, March 22, 2023. Director Ryness seconded the motion.

AYES: HAMLIN, ROGERS, BARRY, RYNESS, ARMSTRONG.
ABSENT: NONE.

CARRIED

REPORTS:

15. **Presidents Report:** None.
16. **Director Reports / Committee Reports:** Director Ryness attended three committee meetings, two for the Burney Water District and one for CSDA.
17. **Pool Manager's Report / Friends of the Pool Committee Report:** Pool Manager Stephanie McQuade reported that she had Guitons Pools look at some equipment at the pool that needs to be repaired / replaced and is waiting for a quote. Has applied for a grant through Burney Regional Community Fund and will be submitting another grant application through the McConnell Fund in March. Has began taking applications for the 2023 pool season.
18. **District Manager's Report:** David Zevely Reported on the following items:
 - See District Managers Report.
 - January's WWTP monthly permit required sample results show the plant exceeded permit limits for BOD5 and Total Nitrogen reduction limits. Staff contacted the State regulator and discussed the results. Staff will evaluate the conditions at the time of the samples and report to the State regulator.
 - A water service line on Bue Way froze and staff is working on repairing the service line.
 - A portable flow meter was ordered to replace the faulty flow meter at the Main Lift Station.
 - The new pH and DO meter arrived and staff were trained on its use and proper calibration. This is most often used at the wastewater treatment plant.
19. **Review Future Agenda Items and Summarize Board Direction:** District Newsletter – Bio for each Board Member and Take Photos at next Regular Board Meeting. Next Regular Meeting Rescheduled to Wednesday, March 22, 2023.
20. **Adjournment:** Director Ryness moved for adjournment. Director Hamlin seconded the motion. The meeting was adjourned at 7:39 p.m.

AYES: HAMLIN, ROGERS, BARRY, RYNESS, ARMSTRONG.
ABSENT: NONE.

CARRIED

CHAIRPERSON

BOARD SECRETARY