

**Burney Water District
Board of Director's Regular Meeting
April 20, 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 6:30 p.m.

2. PUBLIC SPEAKERS:

None.

3. Consent Calendar:

3A. Approve the Minutes of the March 21, 2023, Planning, Standards and Ordinances Standing Committee Meeting.

3B. Approve the Minutes of the March 22, 2023, Finance Standing Committee Meeting.

3C. Approve the Minutes of the March 22, 2023, Regular Meeting.

3D. Approve the Minutes of the March 23, 2023, Swimming Pool and Parks Standing Committee Meeting.

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

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

ABSENT: NONE.

CARRIED

BUSINESS:

- 4. Authorize District Manager to Sign an Equipment Replacement Estimate from JWC Environmental for Muffin Monster Comminutor at the Main Lift Station:** District Manger informed the Board that the Muffin Monster is a grinder that chops and cuts large debris and wipes sent through our collection system. The Muffin Monster is at the Main Lift Station and our current one is at the end of its useful life. The new Muffin Monster will reduce the size of debris, so staff won't be called out to de-rag/clear debris that clog pumps. District staff will be able to install it in-house. Director Ryness made a motion to Authorize the District Manager to Sign an Equipment Replacement Estimate from JWC Environmental for Muffin Monster Comminutor at the Main Lift Station. Director Armstrong seconds the motion.

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

CARRIED

5. **Authorize District Manager to Sign a Repair Estimate from Guiton's Pool Center Inc. for Main Pool Heater Repairs:** Pool Manager Stephanie McQuade informed the Board that the Heat Exchanger on the Main Pool heater is cracked and needs to be replaced. Also the gas orifices in the boiler need replacement because they are not sized for our elevation and the boiler is burning too rich. Director Hamlin made a motion to Authorize District Manager to Sign a Repair Estimate from Guiton's Pool Center Inc for Main Pool Heater Repairs. Director Armstrong seconded the motion.

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

CARRIED

6. **Authorize District Manager to Sign Amendment No. 2 General Engineering Services Agreement Job No. 306.44 to Increase Consultant's Compensation by \$40,000.00:** District Manager David Zevly informed the Board that PACE Engineering recommended to increase the General Engineering Services Agreement by \$40,000.00 due to all the extra work they are involve in including, Burney Commons, Doug Lindgren's Bio Energy Project, and others. Director Rogers made a motion to Authorize the District Manager to Sign Amendment No. 2 General Engineering Services Agreement Job No. 306.44 to Increase Consultant's Compensation by \$40,000.00. Director Hamlin seconded the motion.

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

CARRIED

7. **Review Project Manual and Plans for Washburn Bue Dog Park Project:** District Manager David Zevly summarized the Project Manual and Plans for Washburn Bue Dog Park Project with the Board and answered questions.

8. **Authorize District Manager to Sign Amendment No. 1 to Engineering Agreement Job No. 306.45 Engineering Services for the Washburn Bue Dog Park Project, to Increase Consultant's Compensation by \$12,000.00:** District Manager David Zevly informed the Board that this increase is mainly due to having the Engineers survey and record the park boundaries. Director Ryness recommended that the District do the survey work in-house for costs savings, District Manager David Zevly informed him that we do not have the proper equipment and that it will need to be a Licensed Surveyor in order to have it filed with the County. Director Rogers made a motion to Authorize District Manager to Sign Amendment No. 1 to Engineering Agreement Job No. 306.45 Engineering Services for the Washburn Bue Dog Park Project, to Increase Consultant's Compensation by \$12,000.00. Director Hamlin seconded the motion.

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

CARRIED

9. **Review and Approve Burney Water District Newsletter for Quarter 1, 2023:** Director Rogers made a motion to Approve Burney Water District Newsletter for Quarter 1, 2023. Director Ryness seconded the motion.

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

CARRIED

10. **Review Burney Water District 2022 Consumer Confidence Report:** District Manager David Zevely informed the Board that this is a standard document that is mandatory for us to complete annually. This report will go out with the May 1, 2023 Billing.
11. **Review Reserves Account Balances for the Month Ending March 31, 2023:** District Manager David Zevely summarized the Reserves Account Balances for the Month Ending March 31, 2023 with the Board and answered questions. Director Ryness made a recommendation for the District to contact California Special Districts Association to get information on California Class, that is where CSDA has their reserves.
12. **Review CoBank Line of Credit Balance for the Month Ending March 31, 2023:** District Manager David Zevely summarized the CoBank Line of Credit Balance for the Month Ending March 31, 2023.
13. **Authorize District Manager to Sign a Quote from Lincoln Aquatics for a Pool Climbing Wall (\$7,500.00 Grant Funded by Burney Regional Community Fund):** Pool Manager Stephanie McQuade informed the Board that the District was awarded \$7,500.00 from Burney Regional Community Fund for the purchase of a Pool Climbing Wall. Director Ryness made a motion to Authorize the District Manager to Sign a Quote from Lincoln Aquatics for a Pool Climbing Wall. Director Rogers seconded the motion.

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

CARRIED

14. **Review and Approve Resolution 2023-02 Nominating Fred Ryness as a Candidate for Election to the California Special District Association Board of Directors, Northern Network Seat C:** Director Rogers made a motion to Approve Resolution 2023-02 Nominating Fred Ryness as a Candidate for Election to the California Special District Association Board of Directors. Director Armstrong seconded the motion. Director Ryness Abstained from the motion.

ROLL CALL: HAMLIN, ROGERS, BARRY, ARMSTRONG.
ABSTAIN: RYNESS.
ABSENT: NONE.

CARRIED

REPORTS:

15. **Presidents Report:** None.
16. **Director Reports / Committee Reports:** Director Fred Ryness informed the Board that he is involved in CSDA and LAFCO. Director Ryness informed the Board that he was not elected for the seat on the LAFCO Board but still remains an alternate.
17. **Pool Manager's Report / Friends of the Pool Committee Report:** Pool Manager Stephanie McQuade reported that received \$7,500.00 from Burney Regional Community Fund for a Pool Climbing Wall. Will be scheduling work with Guiton's for Main Pool Heater Repairs. Will be getting the Pool ready for the 2023 Pool Season starting in early May. The pool office will be

open June 5th thru June 9th, 2023, from 2:00-5:00 p.m. for signups. Opening Day is scheduled for Sunday June 11, 2023, from 1:00-4:00 p.m. Have six returning Lifeguards and will begin interviews for new applicates in the next two weeks. Project Share will have their summer school program participating in swim lessons and open swim during the month of July for the second year now.

18. **District Manager's Report:** David Zevely Reported on the following items:
- See District Managers Report.
 - Dana Hauge came to the District and evaluated Office and Field Staff for ergonomics and made recommendations.
 - Will be interviewing three Candidates on April 28th, 2023, for the vacant Utility Position.
19. **Review Future Agenda Items and Summarize Board Direction:** Information on Head Start's new location, Status on Hiring, Information on CSDA Financing for Reserves, Pool Schedule, Pool Rules, Pool Policies, Update on Hiring for Utility worker and Pool, and Update on Pool Repairs. Next Regular Meeting is Scheduled for Thursday, May 18, 2023.
20. **Adjournment:** Director Ryness moved for adjournment. Director Rogers seconded the motion. The meeting was adjourned at 7:35 p.m.

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

CARRIED

CHAIRPERSON

BOARD SECRETARY