

**Burney Water District
Board of Director's Regular Meeting
December 13th, 2018**

ITEM

1. CALL TO ORDER AND ROLL CALL

PRESENT: Directors Jim Hamlin, Britta Rogers, Fred Ryness, Incoming Director Ellen Songer and District Manager Willie Rodriguez.

ABSENT: Director Roger Borkey.

CALL TO ORDER: President Fred Ryness called the Regular Meeting to order at 6:32 p.m.

2. PUBLIC SPEAKERS:

None.

3. CONSENT CALENDAR:

- 3A. Approval of Minutes of the Planning, Standards and Ordinances Standing Committee Meeting of November 14th, 2018. (Original to be signed at meeting)**
- 3B. Approval of Minutes of the Finance Standing Committee Meeting of November 14th, 2018. (Original to be signed at meeting)**
- 3C. Approval of Minutes of the Regular Meeting of November 15th, 2018. (Original to be signed at meeting)**
- 3D. Approval of Minutes of the Public Relations Standing Committee Meeting of November 26th, 2018. (Original to be signed at meeting)**
- 3E. Approval of Minutes of the Personnel and Policies Standing Committee Meeting of November 28th, 2018. (Original to be signed at meeting)**

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

AYES: HAMLIN, ROGERS, RYNESS.

ABSENT: BORKEY.

CARRIED

BUSINESS:

- 4. Administer Oath of Office to Ellen Songer:** District Manager Willie Rodriguez Administered the Oath of Office to Ellen Songer. Director Songer now officially seated as a Director.
- 5. Review and Approve Resolution 2018-07 Commending Tanya Taylor for Distinguished Devotion and Service on the Board of Directors:** Director Rogers made a motion to Approve Resolution 2018-07 Commending Tanya Taylor for Distinguished Devotion and Service on the Board of Directors. Director Hamlin seconded the motion.

ROLL CALL: HAMLIN-AYE, ROGERS-AYE, RYNESS-AYE, SONGER-AYE.

ABSENT: BORKEY.

CARRIED

6. Determine Board Organization for 2018 Calendar Year:

- 6A. Election of President (Board Policy 5010.5):** Director Ryness made a motion to nominate Director Hamlin. Director Britta seconded the motion.
- 6B. Election of Vice President (Board Policy 5010.5):** Director Hamlin made a motion to nominate Director Rogers. Director Ryness seconded the motion.
- 6C. Consider Revising Board Policy Standing Committees:** Director Hamlin made a motion to Revise the Swimming Pool Oversight Committee to the Swimming Pool and Parks Oversight Committee. Director Rogers seconded the motion.
- 6D. Appointment of Standing Committees (Board Policy):**
 - i. Planning, Standards and Ordinances Committee:** Director Hamlin and Borkey were appointed to the Planning, Standards and Ordinances Committee.
 - ii. Personnel and Policies Committee:** Director Ryness and Rogers were appointed to the Personnel and Policies Committee.
 - iii. Finance Committee:** Director Borkey and Songer were appointed to the Finance Committee.
 - iv. Public Relations Committee:** Director Rogers and Songer were appointed to the Public Relations Committee.
 - v. Swimming Pool and Parks Oversight Committee:** Director Hamlin and Ryness were appointed to the Swimming Pool and Parks Oversight Committee.

AYES: HAMLIN, ROGERS, RYNESS, SONGER.

ABSENT: BORKEY.

CARRIED

- 7. Consider Adoption of Resolution 2018-08 – Designating Those Individuals Who Are Authorized to Sign Checks on Behalf of the Burney Water District:** Director Rogers made a motion to Adopt Resolution 2018-08 – Designating Those Individuals Who Are Authorized to Sign Checks on Behalf of the Burney Water District. Director Songer seconded the motion.

ROLL CALL: HAMLIN-AYE, ROGERS-AYE, RYNESS-AYE, SONGER-AYE.

ABSENT: BORKEY.

CARRIED

- 8. Sign County of Shasta Special District Signature Authorization Form for Reserves Accounts:** Directors signed the County Signature Sheets.

- 9. Consider Board Member Attendance at 2019 CSDA Trainings:** District Manager Willie Rodriguez discussed all 2019 CSDA Trainings for the Board Members and summarized the mandatory trainings for all Board Members.

AYES: HAMLIN, ROGERS, RYNESS, SONGER.

ABSENT: BORKEY.

CARRIED

- 10. Consider Allocating Funds Not to Exceed \$250.00 From Operating Expense Budget for Preparation of Customer Communications Documents by Alex Colvin:** District Manager Willie Rodriguez reported that he had been in contact with Alex Colvin during the Public Relations Standing Committee Meetings regarding customer communications. Alex will be

putting together a document going over the Districts history and where the District plans to go in the future. Director Hamlin made a motion to Allocate Funds Not to Exceed \$250.00 From Operating Expense Budget for Preparation of Customer Communications Documents by Alex Colvin. Director Rogers seconded the motion.

AYES: HAMLIN, ROGERS, RYNESS, SONGER.
ABSENT: BORKEY.

CARRIED

REPORTS:

11. **Presidents Report:** President Fred Ryness reported that he did an evaluation of the CSDA Executive Officer.
12. **Director Reports / Committee Reports:** Director Rogers reported that in Personnel and Policies Standing Committee Meeting they are working through section 4000 from the sample policy handbook regarding Board Policies.
13. **Pool Manager's Report / Friends of the Pool Committee Report:** None.
14. **District Manager's Report:** Willie reported on the following items:
 - Received a call from someone at head start interested in unused property at our pool facility. They are trying to get grant funding to relocate their facility and our interested in our property because there is low traffic. They are looking at installing a Modular Building and making a fenced off play area. They are in discussions about maybe leasing the property and they would include some improvements to our facility for safety. Several years ago they were in contact with the District regarding this but never received funding and they funding is available again. Will report back to the board once he gets more information.
 - Attended the IRWMP Meeting in McArthur on Tuesday. We are interested in receiving funding for replacement of water meters.
 - We sent out our new 8 ½ x 11 billing and there is now an option for paperless billing. We are taking online payments along with credit and debit payments.
15. **Adjourn to Closed Session:** The Board went into closed session at 7:27.
Closed Session Per Section 54956.9(a) Conference with Legal Counsel – Existing Litigation
Title: Sibert v Burney Water District
16. **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.
17. **Reconvene Open Session and Announce Any Reportable Actions Taken in Closed Session:** Meeting was Reconvened at 7:39 p.m., there were no reportable actions taken.
18. **Review Future Agenda Items and Summarize Board Direction:** Schedule Trainings.
19. **Adjournment:** Director Rogers made a motion for adjournment. Director Songer seconded

the motion. The meeting was adjourned at 7:41 p.m.

AYES: HAMLIN, ROGERS, RYNESS, SONGER.
ABSENT: BORKEY.

CARRIED

CHAIRPERSON

BOARD SECRETARY