

**Burney Water District
Board of Director's Regular Meeting
June 16th, 2022**

ITEM

1. CALL TO ORDER AND ROLL CALL

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

ABSENT: None.

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

2. PUBLIC SPEAKERS:

None.

3. Consent Calendar:

3A. Approve the Minutes of the May 19th, 2022 Regular Meeting.

3B. Approve the Minutes of the May 18th, 2022 Finance Standing Committee Meeting.

3C. Approve the Minutes of the May 18th, 2022 Public Relations Standing Committee Meeting.

3D. Approve the Minutes of the May 10th, 2022 Personnel and Policies Standing Committee Meeting.

3E. Approve the Minutes of the May 10th, 2022 Planning Standards and Ordinances Standing Committee Meeting.

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

Director Ryness made a motion to Approve the Consent Calendar with Revisions. Director Barry seconded the motion.

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

ABSENT: NONE.

CARRIED

BUSINESS:

District Manager David Zevely requested to move to Item 8 since we have audience members in attendance for this Item.

8. Discuss Washburn Road: Keith and Laura Farley, Mort and Nancy Hauge, and Paul Buenrostro were all in attendance to address their concerns with the section of the road that the District owns. They live on Washburn Avenue at or near the section of the unpaved road

owned by the District which has not been maintained in years. They would like the road graded and add a new surface of road base. Also, vehicles driving on road cause dust to enter houses. And during winter, a depression in the road fills with water. District Manager Zevely said legal counsel has been contacted about the matter. Zevely will report counsels' response to the Board at a future meeting.

4. **Presentation of the Burney Water District FY 20/21 Third-Party Financial Audit – Singleton Auman:** Clay Singleton from Singleton Auman presented the Burney Water District FY 20/21 Third-Party Financial Audit and answered questions.
5. **Review and Approve Resolution 2022-04 Consolidations of Elections:** Director Barry made a motion to Approve Resolution 2022-04 Consolidations of Elections. Director Rogers seconded the motion.

**ROLL CALL: HAMLIN-AYE, ROGERS-AYE, BARRY-AYE, RYNESS-AYE, CLARK-AYE,,
ABSENT: NONE.**

CARRIED

6. **Update on Construction Activities at Wastewater Treatment Plant Improvement Project, Collection Systems Improvement Project – Phase 2, Meter Replacement Project:** District Manager David Zevely updated the Board on progress for the Wastewater Treatment Plant Improvement Project, Collection Systems Improvement Project – Phase 2 and the Meter Replacement Project:

Wastewater Treatment Plant Construction Activities

1. RTA Construction, Inc. (RTA) performed exploratory efforts (potholing and valve turning) to identify locations of pipelines, connections, and broken valves around the site.
2. Excavation of the new Clarifier has begun. Rock was encountered towards the bottom of the excavation at varying elevations. Excavation has been achieved to the extent possible without rock breaking equipment. This equipment arrived onsite this week and is in the process of finishing the remaining excavation.
3. Excavation of the new Return Pump Station has begun. Rock was encountered approximately 15' from the top of the excavation. Rock breaking equipment is expected to be required for the remainder of this excavation as well and should begin shortly.
4. Sludge Lagoon demolition and dewatering to open Oxidation Ponds began once a Goose nest was abandoned at the fence line of the Lagoon. This included the bypassing of sludge wasting to another open Oxidation Pond. The Lagoon has approximately 6in of sludge remaining. A portion of this will likely be dried in place once pumping is no longer possible.
5. Grading, rough electrical, aggregate base and concrete formwork for the Generator has been completed.
6. Trenching and foundation preparation for the Antennae has begun.
7. Excavation for the aerator foundations at the Oxidation Ditch has begun.
8. Site conduit is being trenched and installed continuously around site. Conduit installation has begun in the Control Building.

Collection System Construction Activities

1. RTA Construction, Inc. (RTA) conducted exploratory efforts (potholing) and identified possible conflicts at the Main and Bartel Lift Stations, both sewer replacement locations (Gunsmith and Sapphire), as well as the open-cut spot repair locations.
2. RTA completed excavation for the generator and antenna pad at Bartel Lift Station.
3. The electrical subcontractor, Bullert Industrial Electric, Inc. (Bullert) began installing site electrical conduit at Bartel Lift Station.

Water Meter Replacement Project: District Manager Zevely informed the Board the District and Whitehawk Construction signed the Meter Replacement Project Contract. The contractor is going to order equipment, and the District ordered the new water meters. Some of the meters have been delivered and more are expected in the next several weeks. Meter replacement work will begin after equipment is delivered and a start date is determined.

7. **Authorize District Manager to Sign Mike's Computer and IT Service Agreement:** District Manager David Zevely provided the Board with Mike's proof of Insurance and a template for the business agreement. He also informed the Board that Shasta County does not require Business's like Mikes to have a County license for conducting business in Burney. The Board requested these items at the May 19th, 2022 Meeting prior to making a decision. Director Ryness made a motion to Authorize District Manager David Zevely to Sign Mike's Computer and IT Service Agreement.

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

ABSENT: NONE.

CARRIED

9. **Review Reserves Account Balances for the month ending May 31, 2022:** District Manager David Zevely summarized the Reserve Account Balances and answered questions.
10. **Determine Date for Scheduling Special Meeting for Approval of Preliminary Budget:** The Board and District Manager David Zevely tentatively decided on Monday June 27th, 2022 for the Special Meeting. Director Ryness made a motion to tentatively schedule a Special Meeting on June 27th, 2022 depending on everyone schedule. Director Rogers seconded the motion.
11. **Review and Discuss Customer Letter Received June 9th, 2022:** District Manager David Zevely and the Board acknowledged the letter received from Tim Kersten and his concerns. Director Ryness directed District Manager David Zevely to write him a letter to inform him that they have received it and acknowledge it.

REPORTS:

12. **Presidents Report:** None.
13. **Director Reports / Committee Reports:** Director Ryness reported that he attended the LAFCO Meeting and provided an update on the Meeting.
17. **Pool Manager's Report / Friends of the Pool Committee Report:** Pool Manager Stephanie McQuade reported that Lifeguard Training was conducted on June 4th and 5th. The Fall River Joint Unified School District had their annual end of the year parties at the pool facility starting June 2nd and ending June 10th, 2022. Opening Day was June 12, 2022 and although it was rainy their attendance was 41 customers and they had a great time. The event was put on by Friends of the Pool and they gave out prizes to everyone who was in attendance. Alpine Drive

Inn, Gepettos, McDonalds and Chatty Cathys donated gift certificates for the event. Opening Day this year was in Memory of Lola Harris. Shasta County came out and did their annual Health Inspection of the Facility and it went very well. Looking forward to the season and have several groups coming in attendance for all the summer programs.

18. **District Manager's Report:** David Zevely Reported on the following items:
- Please see District Manager Report.
22. **Review Future Agenda Items and Summarize Board Direction:** Preliminary Budget, Washburn Avenue Road Issues, District Newsletter, Tour of Construction for Grant Projects, Review Burney Water District Shut off Policy. Next Regular Meeting July 21st, 2022.
23. **Adjournment:** Director Ryness moved for adjournment. Director Barry seconded the motion. The meeting was adjourned at 8:36 p.m.

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

CARRIED


CHAIRPERSON


BOARD SECRETARY