

**Burney Water District  
Board of Director's Regular Meeting  
December 15, 2022**

**ITEM**

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

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

**ABSENT:** Director David Barry.

**CALL TO ORDER:** President Jim Hamlin called the Regular Meeting to order at 6:31 p.m.

**2. PUBLIC SPEAKERS:**

None.

**3. Consent Calendar:**

Director Barry Arrived at 6:36 p.m.

**3A. Approve the Minutes of the November 16, 2022, Finance Standing Committee Meeting.**

**3B. Approve the Minutes of the November 16, 2022, Public Relations Standing Committee Meeting.**

**3C. Approve the Minutes of the November 17, 2022, Regular Meeting.**

**3D. Financial Reports for the Month Ending July 31, 2022.**

**3E. Financial Reports for the Month Ending August 31, 2022.**

Director Rogers inquired what the Rental Expenses for both Items 3D and 3E under Rental of Equipment in the Sewer Enterprise. District Manager David Zevely informed the Board that the District has a Trash Pump at the Main Lift Station during the Collection System Improvement Project Construction which costs approximately 2,600 per month. Director Rogers made a motion to Approve the Consent Calendar. Director Barry seconded the motion.

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

**ABSENT: NONE.**

**CARRIED**

**BUSINESS:**

**4. Burney Water District Board of Directors Recommendation to Appoint Britta Rogers to Serve on the Burney Water District Board of Directors in Lieu of Election:** District Manager David Zevely informed the Board that the Shasta County Board of Supervisors Appointed Britta Rogers to Serve in Lieu of election for the Burney Water District Board of Directors.

5. **Burney Water District Board of Directors Recommendation to Appoint Rodney Armstrong to Serve on the Burney Water District Board of Directors in Lieu of Election:** Director Hamlin informed the Board that Rodney Armstrong is very involved in community. Director Barry made a motion to Recommendation to Appoint Rodney Armstrong to Serve on the Burney Water District Board of Directors in Lieu of Election. Director Hamlin Seconded the motion.
- AYES: HAMLIN, ROGERS, BARRY, RYNESS.**  
**ABSENT: NONE.**
- CARRIED**
6. **Review and Approve Resolution 2022-11 Commending Sarah Clark for Distinguished Devotion and Service on the Board of Directors:** Director Ryness made a motion to Approve Resolution 2022-11 Commending Sarah Clark for Distinguished Devotion and Service on the Board of Directors. Director Barry seconded the motion.
- ROLL CALL: HAMLIN-AYE, ROGERS-AYE, BARRY-AYE, RYNESS-AYE.**  
**ABSENT: NONE.**
- CARRIED**
7. **Review Well 9 Construction Funding Application Information:** District Manager David Zevely summarized the Well 9 Application Information and answered questions from the Board.
8. **Review and Approve Resolution 2022-12 Authorizing the District Manager to Sign and File and a Financial Assistance Application for a Financing Agreement from the State Water Resources Control Board for the planning, design, and construction of Well 9 Improvement Project:** Director Barry made a motion to Approve Resolution 2022-12 Authorizing the District Manager to Sign and File and a Financial Assistance Application for a Financing Agreement from the State Water Resources Control Board for the planning, design and construction of Well 9 Improvement Project. Director Ryness seconded the motion.
- ROLL CALL: HAMLIN-AYE, ROGERS-AYE, BARRY-AYE, RYNESS-AYE.**  
**ABSENT: NONE.**
- CARRIED**
9. **Review Burney Water District Solids Management and Storage Work Plan and Response from State Water Resources Control Board:** District Manager David Zevely summarized the Burney Water District Solids Management and Storage Work Plan and answered questions.
10. **Review Reserves Account Balances for the month ending November 30, 2022:** District Manager David Zevely summarized the Reserves Account Balances for the month ending November 30, 2022 and answered questions.
11. **Review CoBank Line of Credit Balance for the month ending November 30, 2022:** District Manager David Zevely informed the Board that we were able to pay our line of credit off since the District received reimbursements from the State Water Resources Control Board for the Wastewater Treatment Plant Improvement Project and Collection System Improvement Project – Phase 2.
12. **Authorize District Manager to Attend 2023 AWWA and WEF Utility Management**

**Conference for Travel to and Lodging in Sacramento – March 28<sup>th</sup> – March 31<sup>st</sup>, 2023:** Director Ryness made a motion to Authorize District Manager to Attend 2023 AWWA and WEF Utility Management Conference for Travel to and Lodging in Sacramento – March 29<sup>th</sup> – March 31<sup>st</sup>, 2023. Director Rogers seconded the motion.

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

**CARRIED**

13. **Review and Discuss Customer Appeal Letter Received December 9, 2022:** District Manager David Zevely discussed the Customer Appeal Letter Received December 9, 2022. He informed the Board that he drafted a response and sent it to Legal for review.

**REPORTS:**

14. **Presidents Report:** None.
15. **Director Reports / Committee Reports:** Director Ryness attended the CSDA Meeting last month in Sacramento which is why he was not in attendance at the last regular board meeting. He also reported on his LAFCO Meeting.
16. **Pool Manager’s Report / Friends of the Pool Committee Report:** None.
17. **District Manager’s Report:** David Zevely Reported on the following items:
  - See District Manager Report.
19. **Adjourn to Closed Session:** Director Hamlin adjourned for closed session at 7:30 p.m.
20. **Closed Session Per Section 54957(b)(1) Public Employee Evaluation.**  
**Title: District Manager**
21. **Reconvene Open Session and Announce Any Reportable Actions Taken in Closed Session:** Meeting was Reconvened at 8:27 p.m. President Jim Hamlin reported that they completed District Manager David Zevely’s evaluation, it was excellent and they gave him a wage increase of \$7,500.00 annually effective the first pay period in January 2023.
22. **Review Future Agenda Items and Summarize Board Direction:** Board Organization for 2023 Calendar Year, Meeting Schedule, Sewer System Management Plan. Next Regular Meeting January 26, 2023.
23. **Adjournment:** Director Rogers moved for adjournment. Director Barry seconded the motion. The meeting was adjourned at 8:35 p.m.

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

**CARRIED**

---

CHAIRPERSON

---

BOARD SECRETARY