

**Burney Water District  
Board of Director's Regular Meeting  
October 20, 2022**

**ITEM**

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

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

**ABSENT:** Director Sarah Clark.

**CALL TO ORDER:** President Jim Hamlin called the Regular Meeting to order at 6:36 p.m.

**2. PUBLIC SPEAKERS:**

None.

**3. Consent Calendar:**

**3A. Approve the Minutes of the September 21<sup>st</sup>, 2022, Finance Standing Committee Meeting.**

**3B. Approve the Minutes of the September 21<sup>st</sup>, 2022, Public Relations Standing Committee Meeting**

**3C. Approve the Minutes of the September 22<sup>nd</sup>, 2022, Regular Meeting.**

**3D. Approve the Minutes of the September 29<sup>th</sup>, 2022, Special Meeting.**

**3E. Approve the Minutes of the October 12, 2022, Personnel and Planning Standing Committee.**

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

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

**ABSENT: CLARK.**

**CARRIED**

**District Manager David Zevely requested to move to Item 13 because our Legal Counsel is waiting for District to call in.**

**13. Adjourn to Closed Session:** Director Hamlin Adjourned to Closed Session at 6:38 p.m.  
**Closed Session Per Section 54956.9(d)(2) Conference with Legal Counsel – Pending Litigation**

**Title: Kersten v Burney Water District**

**District's Legal Counsel: Heather DeBlanc, Liebert Cassidy Whitmore**

**14. Reconvene Open Session and Announce Any Reportable Actions Taken in Closed Session:** Meeting was Reconvened at 7:13 p.m., Board directed District Manager David Zevely to mail a letter addressing customer complaints.

**BUSINESS:**

4. **Review and Approve Fiscal Year 2022 / 2023 Preliminary Budget:** District Manager David Zevely informed the Board that it is the same budget that was presented last month and reviewed by the finance standing committee. Director Ryness made a motion to Approve the Fiscal Year 2022 / 2023 Preliminary Budget. Director Barry seconded the motion.

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

**ABSENT: CLARK.**

**CARRIED**

5. **Review and Approve Fiscal Year 2022 / 2023 Final Budget:** Director Rogers made a motion to Approve Fiscal Year 2022 / 2023 Final Budget. Director Barry seconded the motion.

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

**ABSENT: CLARK.**

**CARRIED**

6. **Review and Approve Burney Water District Newsletter for Quarter 3, 2022:** Director Rogers made a motion to Approve the Burney Water District Newsletter for Quarter 3, 2022. Director Ryness seconded the motion.

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

**ABSENT: CLARK.**

**CARRIED**

7. **Review Reserves Account Balances for the Month ending September 30, 2022:** District Manager David Zevely summarized the Reserves Account Balances for the month ending September 30, 2022 and answered questions. He informed the Board on October Statement they will see that we transferred \$135,501.00 out of account CalTRUST account ending in 9190, which is the remaining funds from the CalOES Grant for the new generators for the Wastewater Treatment Plan and Wells.

8. **Review CoBank Line of Credit Balance for the month ending September 30, 2022:** District Manager David Zevely summarized the Balance of the CoBank Line of Credit for the month ending September 30, 2022. He informed the Board that we have submitted 7 Disbursement Requests and should be receiving the grant funds within the next 90 days which will be used to pay the Line of Credit Balance off and current invoices related to the grant projects.

**REPORTS:**

9. **Presidents Report:** None.

10. **Director Reports / Committee Reports:** Director Ryness reported that CSDA is trying to expand into a National Organization. He is currently serving on three committees for the CSDA. Received his reimbursement for attending the training and thanked the Board for approving it. He reported on his LAFCO meetings and updated the Board on the current items that have been discussed at those meetings.

11. **Pool Manager's Report / Friends of the Pool Committee Report:** Pool Manager Stephanie McQuade reported that the water has been shut off and she has completed winterizing the

plumbing at the pool facility. She still has some paperwork and filing to do at the facility along with scheduling maintenance from Guitons Pools on the Main Pool Heater. The pool tarps just got delivered and are being stored in the shop until the Spring of 2023. She has a training coming up on October 27<sup>th</sup> and 28<sup>th</sup> to renew her Certified Pool Operator Certification.

12. **District Manager's Report:** David Zevely Reported on the following items:
- Please see District Manager Report.
  - Sent in a grant application for a Drinking Water Improvement Project which includes improvements to the wells, tanks, booster station and Scada. Drinking Water System Improvement Project has become a higher priority than Well 9.
  - Keith Moore and David Zevely will be attending the Backflow Tester Certification Course in November, 2022.
  - Requested PACE Engineering to draft a Solids Management and Storage Work Plan for the Wastewater Treatment Plant and the State Water Resources Control Board requested that the District have that plan in place by January 11, 2023.
  - Have contacted PACE Engineering to begin progress on the Furry Friends Playground (Dog Park).
  - Water Meter Replacement Project - Phase 1 is 70% complete. Whitehawk Construction has approximately three weeks left before they complete the project. District staff is currently observing the project to save grant funds.
15. **Review Future Agenda Items and Summarize Board Direction:** Furry Friends Playground Plans (Dog Park) and Risk Management and Schedule Special Meeting for October 27<sup>th</sup> at 2:00 p.m. for Conflict of Interest Code. Next Regular Meeting November 17, 2022.
16. **Adjournment:** Director Ryness moved for adjournment. Director Barry seconded the motion. The meeting was adjourned at 8:00 p.m.

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

**ABSENT: CLARK.**

**CARRIED**

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CHAIRPERSON

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BOARD SECRETARY