

**Burney Water District  
Board of Director's Regular Meeting  
November 17<sup>th</sup>, 2016**

**ITEM**

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

**PRESENT:** Directors Jim Hamlin, Britta Rogers, Fred Ryness, and District Manager Willie Rodriguez.

**ABSENT:** Directors Roger Borkey and Tanya Taylor.

**CALL TO ORDER:** President Jim Hamlin called the Regular Meeting to order at 6:38 p.m.

**2. PUBLIC SPEAKERS:**

None.

**3. CONSENT CALENDAR:**

**3A. Approval of Minutes of the Regular Meeting of October 27<sup>th</sup>, 2016.  
(Original to be signed at meeting)**

**3B. Financial Reports for the Month Ending October 31<sup>st</sup>, 2016.**

Director Ryness moved for approval of the Consent Calendar. Director Rogers seconded the motion.

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

**ABSENT: BORKEY, TAYLOR.**

**CARRIED**

**BUSINESS:**

**4. Presentation of California Rural Water Association Source Water Protection Plan – John Wendele:** District Manager Willie Rodriguez introduced John Wendele from California Rural Water Association to the Board. John Wendele presented a power point to the Board about what and why having a Source Water Protection Plan is so important. He informed the Board that the final document of the Source Water Protection Plan and Vulnerability Document are not public documents because it can be seen as a roadmap for someone to contaminate the Burney Water District's water source.

**5. Determine Board Member Appointment of Steering Committee for Source Water Protection Plan:** The Steering committee usually consist of the Manager, a Board Member, and a member of the community that is a stakeholder. John Wendele introduced Keith Greenwood from Sierra Pacific whom is the District Manager for the Timber lands that he invited to participate in being a member of the Steering Committee. Director Ryness moved to appoint Director Hamlin as a member of the Steering Committee for the Source Water Protection Plan. Director Rogers seconded the motion. Director Hamlin abstained from the vote. Schedule a Steering Committee Meeting for either December 12<sup>th</sup> or 14<sup>th</sup> at the Burney Water District.

**AYES: ROGERS, RYNESS.**  
**ABSTAIN: HAMLIN.**  
**ABSENT: BORKEY, TAYLOR.**

**CARRIED**

6. **Review and Edit Injury and Illness Prevention Plan:** District Manager Willie Rodriguez summarized the Injury and Illness Prevention Plan and explained that it should be the basis for Burney Water District's safety program. He would like to limit exposure to employees and it is the regulatory requirement from Cal OSHA. Willie has some revisions he would like to make to it before he brings it to the Board to adopt the document, and would like to keep the procedures separate from the document so we will not have to revise the plan every time certain items change. This document helps inform supervisors of what they need to do and how they need to inform the workers under them and gives the employees the right to refuse to do a job if they fear it may hurt them. This also holds employees responsible for working safely.
7. **Review Reserves Balance Sheet:** District Manager Willie Rodriguez summarized the Reserves Balance Sheet. He went over accounts that he would like to clear out and move the remaining balance into our Tri Counties Bank account. He would like to start moving money after depreciation is actually booked from our main cash account each month into the capital improvements fund for future capital improvement work to be done based on the depreciation of the infrastructure.
8. **Review Comparison of Water Production and Usage from Last Year to This Year:** District Manager Willie Rodriguez summarized the Water Production and Usage from 2015 and 2016 with the Board.
9. **Review Well Levels:** District Manager Willie Rodriguez summarized the Well Levels for the 2016 year with the Board.

**REPORTS:**

10. **Presidents Report:** Director Hamlin reported that he talked to Stan Story about the history of the parks.
11. **Director Reports / Committee Reports:** Director Ryness reported that he had a CSDA meeting in Sacramento. Talked to Greg Hawkins, the FRJSD School Superintendent about getting into the school to inform the kids about Special Districts.
12. **Pool Manager's Report / Friends of the Pool Committee Report:** None.
13. **District Manager's Report:** Willie reported on the following items:
  - Received an email from LAFCO about an open house with a meet and greet on December 1<sup>st</sup> or 2<sup>nd</sup> to meet the new Executive Officer. He will not be available to go so he will forward that email to Director Ryness.
  - Working on some interior renovations in the office and may possibly do some exterior renovations when the weather gets better as well.
  - Carolyn and Amanda are currently attending a training in Nashville Tennessee for our Billing System, hoping to see some positive changes and be able to do some of our procedures a little different.

14. **Review Future Agenda Items and Summarize Board Direction:** None.
15. **Adjournment:** Director Ryness moved for adjournment. Director Rogers seconded the motion. The meeting was adjourned at 8:38 p.m.

**AYES: HAMLIN, ROGERS, RYNESS.**  
**ABSENT: BORKEY, TAYLOR.**

**CARRIED**

  
CHAIRPERSON

  
BOARD SECRETARY