

**Burney Water District
Board of Director's Regular Meeting
December 15, 2016**

ITEM

1. CALL TO ORDER AND ROLL CALL

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

ABSENT: Directors Tanya Taylor.

CALL TO ORDER: President Jim Hamlin called the Regular Meeting to order at 6:33 p.m.

2. PUBLIC SPEAKERS:

None.

3. CONSENT CALENDAR:

3A. Approval of Minutes of the Finance Standing Committee Meeting of November 16th, 2016.

**3B. Approval of Minutes of the Regular Meeting of November 17th, 2016.
(Original to be signed at meeting)**

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

AYES: HAMLIN, ROGERS, BORKEY, RYNESS.

ABSENT: TAYLOR.

CARRIED

BUSINESS:

4. DETERMINE BOARD ORGANIZATION FOR 2017 CALENDAR YEAR

4A. Election of President (Board Policy 5010.5): Director Ryness nominated Director Borkey. Director Rogers seconded the motion.

4B. Election of Vice President (Board Policy 5010.5): Director Hamlin nominated Director Ryness. Director Rogers seconded the motion.

4C. Consider Revising Board Policy Standing Committees:

4D. Appointment of Standing Committee (Board Policy)

i. Planning Committee: Roger Borkey & Tanya Taylor.

ii. Personnel Committee: Fred Ryness & Britta Rogers.

iii. Finance Committee: Roger Borkey & Jim Hamlin.

iv. Public Relations Committee: Tanya Taylor & Britta Rogers.

v. Swimming Pool Oversight Committee: Fred Ryness & Jim Hamlin.

Director Borkey moved to keep the Standing Committees the same as 2016. Director Hamlin seconded the motion.

AYES: HAMLIN, ROGERS, BORKEY, RYNESS.

5. **Review RCAC Median Household Income Survey Results:** District Manager Willie Rodriguez summarized the results from RCAC and informed the board that with the surveys that were returned the District is under the 60% of the median household income which will qualify us for 80%-100% loan forgiveness. With the first mailing we received enough responses to make a determination so we did not have to do a second mailing or go door to door. He also answered questions from the board.
6. **Review Amendment No. 1 From PACE Engineering – Agreement on Engineering Services for the Wastewater Collection, Treatment, and Disposal Project:** District Manager Rodriguez summarized the Agreement which is an Amendment from our initial agreement from PACE Engineering and went over the changes. Now the plan is to ask for funding for two separate projects from the State. One project will be focused on treatment plant improvements and the other project we will be asking for collection system and pipeline improvements. PACE will be doing the work for us, each project has a maximum of five million dollars, but as a District we can only take eight million total within a five year period. Our plan is to try to get the eight million dollars and split the amount amongst the two projects.
7. **Review Requirement for Water Systems to Sample Schools that ask for Lead Testing:** District Manager Willie Rodriguez summarized a document received from the State Water Resources Control Board regarding new requirements for testing public school water systems for lead. The State had put a plan together for the district to test for these items before the meter but since the problems with lead content arose in Flint, Michigan, they are now encouraging the schools to have their water tested at the expense of the Water Systems. There will be a permit change that will state that if you serve a school district, if asked, you are required to test up to five sites for lead contamination of their water. Willie is still trying to get some clarification on this information and how we will need to go about it.
8. **Review Correspondence – SDRMA President’s Special Acknowledgement Award – Property/Liability Program:** District Manager Rodriguez summarized that we have done well with Property/Liability Program; our district has not had any claims. By not having these claims it deducts what we would pay in Property/Liability by 2%. There are some other opportunities that will be coming up to get additional points through participation in trainings to get up to 15% off of the premium.
9. **Consider Request for Board Member, Staff, and District Manager Training, Travel in own vehicle – March 28, 2017 SDRMA Safety claims Education Day:** District Manager Willie Rodriguez informed the board that we have received a “Save the Date” for Safety Claims Education Day which will be held in Sacramento. He would like to attend it and is inviting anyone else who would like to attend; it is free for the District because we are SDRMA members. The District will also get 2% off of our premium for Property/Liability for up to two board members/participating.

REPORTS:

10. **Presidents Report:** None.
11. **Director Reports / Committee Reports:** None.
12. **Pool Manager’s Report / Friends of the Pool Committee Report:** None.

13. **District Manager's Report:** Willie reported on the following items:
- He and Jim Hamlin met with John Wendle from CRWA and Keith Greenwood from Sierra Pacific regarding the Source Water Protection Meeting. They had a great meeting and would like to would like to have some conversations and take some actions to protect our source water from being contaminated. They went through a list of various things that could contaminate because of the area we live. They came up with a report that has recommendations for the District to start conversations for the landowners of the property located above our source water. Need to have some discussions with the public about proper disposals and inform them of how to keep the source clean. We will be working on meeting those requirements and John has drafted the report and has gone over some changes that need to be made.
 - Burney Fire had an Insurance Service Office Audit (ISOA); it was an administrative inspection where they were looking at the paperwork. As part of that, we received a pre-survey by the Interim Chief where we were asked to describe and discuss our system. Willie tasked PACE Engineering to complete. The survey highlights some opportunities to do a better job for inspection of hydrants, pressure and flow tests, and pumper system, live testing, and we will be looking at some possible changes of how to better maintain the hydrants.
 - CSDA announced they are having a Board Member Best Practices Workshop in Anderson on February 23rd and it is free to the District because we are SDRMA members and meets the requirements for AB1234. He can register anyone that would like to go, he will sign everyone up and if they end up not being able to attend he will cancel.
 - Our staff has been doing some work of the office interior and is getting ready to start painting.
14. **Review Future Agenda Items and Summarize Board Direction:** Sign Board Members up for Trainings, Review Open Action Items, Source Water Protection Plan Action Items, Injury and Illness Prevention Plan, Audit-contract out to clean up the findings, FY 15/16 Audit Finalized.
15. **Adjournment:** Director Ryness moved for adjournment. Director Rogers seconded the motion. The meeting was adjourned at 7:55 p.m.

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

CARRIED


CHAIRPERSON


BOARD SECRETARY