

**Burney Water District  
Board of Director's Regular Meeting  
April 15<sup>th</sup>, 2021**

**ITEM**

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

**PRESENT:** Directors Jim Hamlin, Britta Rogers, David Barry, Fred Ryness and District Manager Willie Rodriguez. (via Zoom)

**ABSENT:** Director Sarah Clark.

**CALL TO ORDER:** President Fred Ryness called the Regular Meeting to order at 6:40 p.m.

**2. PUBLIC SPEAKERS:**

None.

**3. CONSENT CALENDAR:**

**3A. Approve the Minutes of the February 17<sup>th</sup>, 2021 Finance Standing Committee Meeting.**

**3B. Approve the Minutes of the February 18<sup>th</sup>, 2021 Regular Meeting.**

**3C. Approve the Minutes of the March 17<sup>th</sup>, 2021 Swimming Pool and Parks Standing Committee Meeting.**

**3D. Approve the Minutes of the March 17<sup>th</sup>, 2021 Finance Standing Committee Meeting.**

**3E. Finance Reports for the Month Ending January 31<sup>st</sup>, 2021.**

**3F. Financial Reports for the Month Ending February 28<sup>th</sup>, 2021.**

**3G. Financial Reports for the Month Ending March 31<sup>st</sup>, 2021.**

Director Barry found a mistake on Item 3D, Director Hamlin was not present at the meeting and it states that he was present, called the meeting to order and called for adjournment. Director Rogers made a motion to approve the Consent Calendar with revisions. Director Barry seconded the motion.

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

**ABSENT: CLARK.**

**CARRIED**

**BUSINESS:**

**Director Sarah Clark Arrived at 6:55 p.m.**

**4. Review and Approve Fiscal Year 2020/2021 Budget Revisions:** District Manager Willie Rodriguez summarized revisions he made to the budget for all three enterprises and answered

questions. Director Hamlin made a motion to Approve Fiscal Year 2020/2021 Budget Revisions. Director Rogers seconded the motion.

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

**ABSENT: NONE.**

**CARRIED**

5. **Review Cal OES Notification of Subrecipient Allocation for FY 2020 Community Power Resiliency Allocation to Special Districts Program:** District Manager Willie Rodriguez informed the Board that we have secured funding of \$280,000.00 for generators for the Wells and Waste Water Treatment Plant. He summarized the Notification of Subrecipient Allocation document with the Board and answered questions. He already signed this document and we received funds on Friday April 9<sup>th</sup>. PACE is currently working on getting quotes so we can place our order then we will start working on pads and switch overs, they will be externally bound on a pad covered by a soundproof closure and the exhaust will go out. We are planning on installing a Generator with a Variable Frequency Drive. The funds need to be spent by October of 2021 and then complete our project report by November 2021. This grant was given because of the PSPS, this will give us the ability to continue to pump at the wells and continue our process at the WWTP without having to do anything manually. They will only be utilized with the power goes out and will automatically shut off when the power is restored. The Generator at the Wells is part of the Micro-Grid Project.
6. **Review Burney Water Districts 2020 Consumer Confidence Report:** District Manager Willie Rodriguez summarized the 2020 Consumer Confidence Report with the Board answered questions.
7. **Review Property / Liability Credit Incentive Points:** District Manager Willie Rodriguez informed the Board through SDRMA they have a credit incentive program for Property / Liability, we have been working to maximize our points because we get a discount on our annual invoice. They are trying to make sure members are taking trainings as a proactive approach for loss prevention, training and safety/risk. This year we received the maximum and will get a \$4,324 credit towards our bill.
8. **Review Workers Compensation Credit Incentive Points:** District Manager Willie Rodriguez informed the Board regarding the Workers Compensation Credit Incentive Points; we had no claims for the year and also received max points and will see a \$3,067 credit towards our bill.
9. **Authorize District Manager, Board Members and Staff to Attend 2021 Virtual Special Districts Legislative Days – May 18-19, 2021:** District Willie Rodriguez summarized legislative days with the Board. Fred Ryness interested. Director Barry made a motion to authorize District Manager, Board Members and Staff to Attend 2021 Virtual Special Districts Legislative Days – May 18-19, 2021. Director Hamlin seconded the motion.

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

**ABSENT: NONE.**

**CARRIED**

#### **REPORTS:**

10. **Presidents Report:** Director Ryness reported he has attended several meetings. Went to Sacramento to attend his CSDA meeting in person and he enjoyed it. Also attended a LAFCO meeting over the phone. Met with the pool and parks committee and had a good meeting.

11. **Director Reports / Committee Reports:** None.
12. **Pool Manager's Report / Friends of the Pool Committee Report:** Pool Manager Stephanie McQuade reported that pool applications are due by April 16<sup>th</sup>. Interviews for all applicants will be scheduled in the following weeks along with mandatory drug screening. The Lifeguard course will be held on June 5<sup>th</sup> and 6<sup>th</sup>. The pool office will begin taking signups on June 7<sup>th</sup> thru June 11<sup>th</sup> from 10:00 a.m. to 2:00 p.m. Opening day is scheduled for June 14<sup>th</sup>. We believe that we will be fully open this season with no restrictions as California is loosening COVID restrictions on Businesses starting June 15<sup>th</sup>.
13. **District Manager's Report:** Willie reported on the following items:
- Underwent a phone system change with World Telecom and Surveillance. Had issues with our Mitel phone system through Frontier and local support to fix our issues was lacking.
  - Have been having issues with our IP address and are not sure why. It keeps changing and when it does we are not able to take any online payments or payments over the phone. We are looking at changing to Zito Media for our internet service and believe it will fix our issue.
  - Working on revising WWTP Process Controls, trying to optimize and dial in how we operate our plant for making less waste. When we make Capital Improvements, we will have already optimized our process to be better and more manageable. Have had some issues on not meeting monthly limits, but we are on the lowest rung so there hasn't been any discussions on citations.
  - Planning on switching from Sage 50 to QuickBooks this year, we will have to run both for a period of time because Payroll is based on the Calendar year and all other financials are on the Fiscal year which is July 1 to June 30.
  - Going to be transferring our Reserves funds into CalTRUST. We already transferred out Parks Reserved in November and will be transferring our Water / Sewer Capital Improvements Reserves, Sewer Reserve, and Water Reserve.
  - Leaving Chamber but will continue to be on Rotary, BFREF and will likely be coaching ESports next year for Fall River High School which is Video Game Competitions.
14. **Review Future Agenda Items and Summarize Board Direction:** Investigate installing a Facility Designated to Expedite Filling up Tankers and Fire Trucks (talk with the Local agencies to discuss what they think), Recommendation from Pool Oversight Committee for Rate Increase (figure out who was on it and ask again or find new people), Dump Station for Travel Trailers. Next Regular Meeting Scheduled for Thursday, May 20<sup>th</sup>, 2021 at 6:0 p.m.
15. **Adjournment:** Director Hamlin moved for adjournment. Director Rogers seconded the motion. The meeting was adjourned at 8:15 p.m.

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

**CARRIED**

  
CHAIRPERSON

  
BOARD SECRETARY