

**Burney Water District
Board of Director's Regular Meeting
December 14, 2023**

ITEM

1. CALL TO ORDER AND ROLL CALL

PRESENT: Directors Jim Hamlin, David Barry, Fred Ryness, Rodney Armstrong, District Manager David Zevely and Administrative Assistant Stephanie McQuade.

ABSENT: Director Britta Rogers.

CALL TO ORDER: President David Barry called the Regular Meeting to order at 6:34 p.m.

2. PUBLIC SPEAKERS:

None.

3. Consent Calendar:

3A. Approve the Minutes of the November 14, 2023, Swimming Pool and Parks Standing Committee Meeting.

3B. Approve the Minutes of the November 14, 2023, Personnel and Policies Standing Committee Meeting.

3C. Approve the Minutes of the November 15, 2023, Planning, Standards and Ordinances Standing Committee Meeting.

3D. Approve the Minutes of the November 15, 2023, Finance Standing Committee Meeting.

3E. Approve the Minutes of the November 15, 2023, Public Relations Standing Committee Meeting.

3F. Approve the Minutes of the November 16, 2023, Regular Meeting.

3G. Financial Reports for the Month Ending July 31, 2023.

3H. Financial Reports for the Month Ending August 31, 2023.

Director Ryness made a motion to Approve the Consent Calendar. Director Hamlin seconded the motion.

AYES: HAMLIN, BARRY, RYNESS, ARMSTRONG.

ABSENT: ROGERS.

CARRIED

BUSINESS:

4. Determine Board Organization for 2024 Calendar Year:

- 4A. **Election of President (Board Policy 5010.5):** Director Ryness made a motion to elect Director Rogers. Director Armstrong seconded the motion.
- 4B. **Election of Vice President (Board Policy 5010.5):** Director Ryness made a motion to elect Director Armstrong. Director Hamlin seconded the motion.
- 4C. **Consider Revising Board Policy Standing Committees:** The Board decided not to make any revisions to the Board Policy Standing Committees.
- 4D. **Appointment of Standing Committees (Board Policy):**
 - i. **Planning, Standards and Ordinances Committee:** Directors Hamlin and Rogers were appointed to the Planning, Standards and Ordinances Committee.
 - ii. **Personnel and Policies Committee:** Directors Ryness and Armstrong were appointed to the Personnel and Policies Committee.
 - iii. **Finance Committee:** Directors Hamlin and Barry were appointed to the Finance Committee.
 - iv. **Public Relations Committee:** Directors Barry and Rogers were appointed to the Public Relations Committee.
 - v. **Swimming Pool and Parks Oversight Committee:** Directors Ryness and Armstrong were appointed to the Swimming Pool and Parks Oversight Committee.

Director Armstrong made a motion to Approve the Board Organization for 2024 Calendar Year. Director Ryness seconded the motion.

AYES: HAMLIN, BARRY, RYNESS, ARMSTONG.

ABSENT: ROGERS.

CARRIED

- 5. **Discuss Lead Service Line Inventory Grant Funding Application:** District Manager David Zevely informed the Board that the District is required to complete a lead service line inventory no later than October 16, 2024. Although no lead is suspected to be present in the distribution system, written documentation is not currently available to allow for verification of this assumption. The proposed Lead Service Line Inventory Project would complete potholing of approximately 1,430 water services on both the District's side and the customer's side of the service such that the District could complete the required inventory for all water services throughout the District's service area boundary.

- 6. **Authorize PACE Engineering to Complete a Grant Funding Application for Lead Service Line Inventory for the Burney Water District:** Director Hamlin made a motion to Authorize PACE Engineering to Complete a Grant Funding Application for Lead Service Line Inventory for the Burney Water District. Director Ryness seconded the motion.

AYES: HAMLIN, BARRY, RYNESS, ARMSTONG.

ABSENT: ROGERS.

CARRIED

- 7. **Review and Approve Resolution 2023-04 for Lead Service Line Inventory Grant Funding:** Director Ryness made a motion to Approve Resolution 2023-04 for Lead Service Line Inventory Grant Funding. Director Armstrong seconded the motion.

ROLL CALL: HAMLIN-AYE, BARRY-AYE, RYNESS-AYE, ARMSTONG-AYE.

ABSENT: ROGERS.

CARRIED

8. **Authorize District Manager and Board Members to Attend CSDA’s Special District Leadership Academy (SDLA) (Conference Fee, Travel, Meals, and Lodging) in San Luis Obispo, CA – February 04 – February 07, 2024:** Director Hamlin made a motion to Authorize District Manager and Board Members to Attend CSDA’s Special District Leadership Academy (SDLF) (Conference Fee, Travel, Meals, and Lodging) in San Luis Obispo, CA – February 04 – February 07, 2024. Director Ryness seconded the motion.

AYES: HAMLIN, BARRY, RYNESS, ARMSTONG.

ABSENT: ROGERS.

CARRIED

9. **Review Reserves Account Balances for the Month Ending November 30, 2023:** District Manager David Zevely summarized the Reserves Account Balances for the Month Ending November 30, 2023, with the Board and answered questions.
10. **Review CoBank Line of Credit Balance for the Month Ending November 30, 2023:** District Manager David Zevely summarized the CoBank Line of Credit Balance for the Month Ending November 30, 2023, with the Board and answered questions.
11. **Review and Approve the Side Letter to the October 1, 2021 – September 30, 2024 Memorandum of Understanding Between the Burney Water District and United Public Employees of California, Local 792 / Burney Classified Employees Unit:** Director Ryness made a motion to Approve the Side Letter to the October 1, 2021 – September 30, 2024 Memorandum of Understanding Between the Burney Water District and United Public Employees of California, Local 792 / Burney Classified Employees Unit. Director Hamlin seconded the motion.

AYES: HAMLIN, BARRY, RYNESS, ARMSTONG.

ABSENT: ROGERS.

CARRIED

REPORTS:

12. **Presidents Report:** None.
13. **Director Reports / Committee Reports:** Director Fred Ryness attended committee meetings with CSDA and he was nominated for Seat 1 on the LAFCO Board.
14. **District Manager’s Report:** See District Managers Report.
15. **Pool Manager’s Report / Friends of the Pool Committee Report:** None.
16. **Adjourn to Closed Session:** Director Barry adjourned at 7:12 p.m.
17. **Closed Session Per Section 54957(b)(1) Public Employee Evaluation.**
Title: District Manager
18. **Reconvene Open Session and Announce Any Reportable Actions Taken in Closed Session:** President David Barry reconvened the meeting at 8:01 p.m. The board went over District Manager David Zevely’s evaluation. No action was taken.

19. **Review Future Agenda Items and Summarize Board Direction:** Next Regular Meeting is Scheduled for Thursday, January 18, 2024, at 6:30 p.m.
20. **Adjournment:** Director Ryness moved for adjournment. Director Armstrong seconded the motion. The meeting was adjourned at 8:05 p.m.

AYES: HAMLIN, BARRY, RYNESS, ARMSTRONG.

ABSENT: ROGERS.

CARRIED

CHAIRPERSON

BOARD SECRETARY