

**Burney Water District  
Board of Director's Regular Meeting  
April 19<sup>th</sup>, 2018**

**ITEM**

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

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

**ABSENT:** Director Tanya Taylor.

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

**2. PUBLIC SPEAKERS:**

Lisa Berry who has newly been hired by Health and Human Services of Shasta County as Community Organizer for Burney. She has been told to pick an issue in the Community to work on in Burney and she has chosen the Parks. She has been doing research on the Parks and has been reading our minutes to get an understanding of where we stand and what we are doing.

**3. CONSENT CALENDAR:**

**3A. Approval of Minutes of the Finance Standing Committee Meeting of March 14<sup>th</sup>, 2018. (Original to be signed at meeting)**

**3B. Approval of Minutes of the Regular Meeting of March 15<sup>th</sup>, 2018. (Original to be signed at meeting)**

**3C. Approval of Minutes of the Personnel and Policies Standing Committee Meeting of April 11<sup>th</sup>, 2018. (Original to be signed at meeting)**

**3D. Approval of Minutes of the Planning, Standards and Ordinances Standing Committee Meeting of April 11<sup>th</sup>, 2018. (Original to be signed at meeting)**

**3E. Financial Reports for the Month Ending February 28<sup>th</sup>, 2018.**

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

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

**ABSENT: TAYLOR.**

**CARRIED**

**BUSINESS:**

- 4. Consider Engagement Letter Dated February 26, 2018 from Singleton Auman PC for Annual Third-Party Audit of District Financial Statements Through Fiscal Year 2018-2020. (Staff Recommendation: Agree to and Sign Engagement Letter):** District Manager Willie Rodriguez summarized the engagement letter with the Board and informed them that we are currently at the end of our three year engagement with Singleton Auman PC. This

engagement letter is in invite to our District to continue having them perform our audits for the next three years, Willie recommended that we sign the engagement letter and continue working with Singleton Auman PC. Director Borkey made a motion to sign the engagement letter dated February 26, 2018 from Singleton Auman PC for Annual Third-Party Audit of District Financial Statements Through Fiscal Year 2018-2020. Director Rogers seconded the motion.

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

**ABSENT: TAYLOR.**

**CARRIED**

5. **Review the Burney Water District Source Water Protection Plan:** District Manager Willie Rodriguez summarized the Source Water Protection Plan. John Wendle from CRWA helped put the plan together for our District, received State and Federal funding to cover the costs of putting these documents together. We worked in coordination with Keith Greenwood from Sierra Pacific to know about the risks that may be uphill from our Well Site. District Manager Willie Rodriguez made a recommendation to add Shasta County, Department of Public Works to the Public Services list on Page 29 of the Source Water Protection Plan and change the date of the document to the date the document was adopted.
6. **Review and Approve Resolution 2018-02 Adopting a Source Water Protection Plan for the District:** Director Borkey made a motion to Approve Resolution 2018-02 Adopting a Source Water Protection Plan for the District with the changes listed in Item 5. Director Hamlin seconded the motion.

**ROLL CALL: HAMLIN-AYE, ROGERS-AYE, BORKEY-AYE, RYNESS-AYE.**

**ABSENT: TAYLOR.**

**CARRIED**

7. **Consider CWRA Call for Board of Directors Nominations – Seat 1, Seat 2, and Seat 4:** District Manager Willie Rodriguez informed the Board that there are several seats open on the CWRA Board if any Directors are interested. No Board members were interested.
8. **Review Grant Summary and Give District Manager Authorization to Accept Funds:** District Manager Willie Rodriguez summarized the grant summary and informed that Board that we have been awarded \$7,130 for new shade structures for our pool facility. Director Borkey made a motion to Authorize the District Manager to Accept the Funds. Rogers seconded the motion.

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

**ABSENT: TAYLOR.**

**CARRIED**

**REPORTS:**

9. **Presidents Report:** Director Ryness reported that he and Britta had a Personnel and Policies Standing Committee meeting that went well. He did a presentation for the Burney High School Civics class and informed the students about Special Districts and he received some prizes to hand out from CSDA. He will be attending the CSDA meeting in Sacramento on April 20<sup>th</sup>.
10. **Director Reports / Committee Reports:** None.
11. **Pool Manager's Report / Friends of the Pool Committee Report:** Pool Manager Stephanie

McQuade reported that she will be attending two trainings to keep her certifications current. The District will begin getting the pool facility ready starting May 3<sup>rd</sup>. They have hired 10 employees; 8 returning staff members and 2 new ones, for the 2018 season. She will be conducting a Lifeguard Training at our pool facility and will be having attendees from Big Valley on May 19<sup>th</sup> and 20<sup>th</sup>. Opening day will be on June 3<sup>rd</sup> from 1-4 and she summarized some events that have already been scheduled for the season.

**12. District Manager's Report:** Willie reported on the following items:

- Have been reconvening the Standing Committees. We have discussed how we are going to utilize our existing staff to do pipe replacement because two weeks out of the month our field workers are reading meters. It was mentioned to look into the Ingrate Regional Water Management Plan Grant program to see if we could use these funds to have the meters replaced with radio read meters throughout our system. Director Borkey suggested that if we couldn't get funding through them to use some of our depreciation money to replace all of our meters over 5-10 years and having a contractor doing the work. The Board directed Willie to see if the meter replacement project qualifies for the IRWMP Grant program and if not them make some calls to see if it is possible and what the cost would be to have a contractor replace all meters within 5-10 years.
- There is a person interested in building a Grocery Outlet Bargain Market in Burney and would like to build next to the Tri Counties Community Network. The biggest problem is that there is no good way to get sewage out of that parcel to Black Ranch Road. They would have to do a highway crossing and connect to the pipe on Cornaz but that main is too small. If we would have to make changes to our sewer system to accommodate them, they would be responsible for coving the cost. Sent them to PACE Engineering for them to come up with possible solutions.
- There was a sewer overflow on Oak Street. A clay pipe broke somewhere upstream and blocked man hole. We will be doing some camera work to see if we have a collapsed pipe.
- Been working at treatment plant during field staff vacations.
- Discussed having Alex Colvin write some articles for our district to improve our customer communications both on the web and mail.

**13. Adjourn to Closed Session:** No new information to discuss.

**Closed Session Per Section 54956.9(a) Conference with Legal Counsel – Existing Litigation**

**Title: Sibert v Burney Water District**


**14. Review Future Agenda Items and Summarize Board Direction:** Parks, Preliminary Budget FY18/19, Put Alex on Public Relations Agenda, and IRWMP – Meter Project.

**15. Adjournment:** Director Hamlin moved for adjournment. Director Rogers seconded the motion. The meeting was adjourned at 8:07 p.m.

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

**ABSENT: TAYLOR.**

**CARRIED**

  
CHAIRPERSON

  
BOARD SECRETARY