

**Burney Water District
Board of Director's Regular Meeting
August 17, 2023**

ITEM

1. CALL TO ORDER AND ROLL CALL

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

ABSENT: Fred Ryness.

CALL TO ORDER: President David Barry called the Regular Meeting to order at 6:30 p.m.

2. PUBLIC SPEAKERS:

None.

3. Consent Calendar:

- 3A. Approve the Minutes of the June 11, 2023, Personnel and Policies Standing Committee Meeting.**
- 3B. Approve the Minutes of the June 11, 2023, Swimming Pool and Parks Standing Committee Meeting.**
- 3C. Approve the Minutes of the June 14, 2023, Finance Standing Committee Meeting.**
- 3D. Approve the Minutes of the June 14, 2023, Public Relations Standing Committee Meeting.**
- 3E. Approve the Minutes of the June 15, 2023, Regular Meeting.**
- 3F. Approve the Minutes of the June 28, 2023, Special Meeting.**
- 3G. Approve the Minutes of the July 26, 2023, Finance Standing Committee Meeting.**
- 3H. Approve the Minutes of the July 26, 2023, Public Relations Standing Committee Meeting.**
- 3I. Approve the Minutes of the July 27, 2023, Regular Meeting.**
- 3J. Financial Reports for the Month Ending February 28, 2023.**

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

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

CARRIED

BUSINESS:

4. **Review and Approve Amendment No. 1 to Engineering Agreement Job No. 306.39:** Laurie McCollum the Project Manager and Paige Cibart the Project Engineer from PACE Engineering were at the meeting to discuss Amendment No. 1 to Engineering Agreement Job No. 306.39 for the Wastewater Treatment Plant Improvement Project. Laurie informed the Board that Amendment No. 1 is to increase the cost to match the Funding Agreement that has already come through and been approved. The District submitted an Amendment for additional funding to increase the construction costs and to increase the project design and services during the bidding costs due to inflationary costs. This is already part of the Final Budget Award that is grant funded, it's been approved through the State, so the Board needs to approve the increase. Director Armstrong made a motion to Approve Amendment No. 1 to Engineering Agreement Job No. 306.39. Director Rogers seconded the motion.

AYES: HAMLIN, ROGERS BARRY, ARMSTRONG.

ABSENT: RYNESS.

CARRIED

5. **Review and Approve the Waste Water Treatment Plant Improvement Project Amendment 2 Costs:** Laurie McCollum the Project Manager with PACE Engineering informed the Board that this Amendment it to have PACE help the District apply for additional funds though the funding agency for services during construction, including: Construction Administration, Construction Observation, Programming, and all costs to complete the Project. These costs overages are due to a variety of reasons including that the numbers were based on 2017/2018 dollars, inflation, and a delay in construction due to the pandemic causing supply chain issues. PACE budgeted for 9 months of construction observation, and we are already well over that. The contractor is projecting to be final completion by the end of January, but the funding agreement has a construction completion date at the end of June 2024. PACE recommends that the District apply for additional funding anticipating that it is going to take the contractor until the end of June 2024 to complete the Project. If costs are not needed and the contractor completes the project by the end of January, then the funds will go into the Districts pocket and can go towards other upgrades that are needed. This Amendment 2 is to increase costs to get through the end of construction for the Wastewater Treatment Plant Improvement Project. Director Hamlin made a motion to Approve the Wastewater Treatment Plant Improvement Project Amendment 2 Costs. Director Armstrong seconded the motion.

AYES: HAMLIN, ROGERS, BARRY, ARMSTRONG.

ABSENT: RYNESS.

CARRIED

6. **Presentation Regarding Potential Fountain Wind Energy Project in Montgomery Creek Area (Maggie Osa / Steve Kerns):** Maggie Osa and Steve Kerns, District 3 representative with Shasta County Planning Commission, came to discuss the construction of the projected project for the Fountain Wind Project. Through the CEQA process the Shasta County Planning Commission turned it down for three reasons and the Shasta County Board of Supervisors also turned it down for the same reasons. They informed the Board of their concerns with the Project. Steve is at our meeting to ask for the request the Burney Water District Board of Directors write a letter to deny that they will provide water service to them during construction. Mary Rickert, District 3 Shasta County Board of Supervisor, also informed the Board of opposition from the Shasta County Board of Supervisors. The County is very opposed to this project and is looking for support in denying this project. We will bring this information back for decision at another meeting.

7. **Discussion Regarding Presentation of Potential Fountain Wind Energy Project in Montgomery Creek Area:** The Board of Directors determined that they do not want to override Local Government and should bring this back next month for a decision to not provide water to a Project that has been denied by Shasta County Planning Commission and Board of Supervisors. The Board requested to have this on next month's agenda for a decision.
8. **Review of District's Emergency Notification Plan Draft Document:** District Manager David Zevely informed the Board that during the E. Coli issue we utilized our Emergency Notification Plan and determined what wasn't working and we documented changes that need to be made to the plan based on staff recommendations. Board President David Barry requested that the District contact customers through billing statements or through the District Newsletter to request that customers contact the District to make sure updated phone numbers are in our system. Include that if in the we give door hangers we should utilize volunteers to get the information out. Lisa Barry with Shasta County informed the Board that she is allowed to do emergency response and emergency planning through her job and would like to help with putting volunteers together if necessary. District Manager David Zevely will make more revisions and bring back next month.
9. **Authorize Board Member(s) to Attend CSDA 2023 Annual Conference and Exhibitor Showcase (Conference Fee, Travel, Meals, and Lodging) in Monterey, CA – August 28 – August 31, 2023:** Director Fred Ryness brought this to District Manager David Zevely attention and requested to attend this. Director Hamlin made a motion to authorize Director Ryness to attend CSDA 2023 Annual Conference and Exhibit. Director Rogers seconded the meeting.
10. **Review Reserves Account Balances for the month ending July 31, 2023:** District Manager David Zevely summarized the Reserves Account Balances for the month ending July 31, 2023.
11. **Review CoBank Line of Credit Balance for the Month Ending July 31, 2023:** District Manager David Zevely summarized the CoBank Line of Credit Balance for the Month Ending July 31, 2023.

REPORTS:

12. **Presidents Report:** None.
13. **Director Reports / Committee Reports:** None.
14. **Pool Manager's Report / Friends of the Pool Committee Report:** Pool Manager Stephanie McQuade reported that they completed their last session of swim lessons on August 10, 2023. The last day for the pool is scheduled for Friday, September 1, 2023.
15. **District Manager's Report:** David Zevely Reported on the following items:
 - Took Samples at all 8 sample stations this month instead of four and all results came back absent of total coliform and E.coli.
16. **Adjourn to Closed Session:** Director Barry adjourned at 7:56 p.m.

17. **Closed Session Pursuant to Government Code Section 54957.6 – Conference With Labor Negotiators.**
Agency Negotiators: David Zevely and Burney Water District Board of Directors.
Employee Organization: Burney Classified Employees Association (BCEA) & Laborers Local 185
18. **Reconvene Open Session and Announce Any Reportable Actions Taken in Closed Session:** President David Barry reconvened the meeting at 8:40 p.m. No action was taken in closed session.
19. **Review Future Agenda Items and Summarize Board Direction:** Fountain Wind Energy Project, Emergency Notification Plan, Closed Session Item – Labor Negotiations. Next Regular Meeting is Scheduled for Thursday, September 20, 2023, at 6:30 p.m.
20. **Adjournment:** Director Hamlin moved for adjournment. Director Rogers seconded the motion. The meeting was adjourned at 8:51 p.m.

AYES: HAMLIN, ROGERS, BARRY, ARMSTRONG.
ABSENT: RYNESS.

CARRIED

CHAIRPERSON

BOARD SECRETARY