

**Durham Irrigation District
Board of Directors
Meeting Minutes**

May 12, 2020 - 5:30 PM
Remote Meeting via Zoom (see below)

IN ATTENDANCE (via Zoom):

Board of Directors:

Matt Doyle, Chair
Raymond Cooper
Kevin Phillips

District Staff:

Kamie Loeser, General Manager
Jeff Carter, District Counsel
Rex Munroe and Mike Butler, Water Operator

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Durham Irrigation District Office or Online at www.didwater.org

AGENDA ITEMS:

1. CALL TO ORDER

- 1.1. Roll Call/Establishment of Quorum - The meeting was called to order at 5:36 p.m. by Chair Doyle. Roll Call was taken as noted IN ATTENDANCE (above).
- 1.2. Introduction of Guests
 - Mr. Pat Button (participated via Zoom)

2. ADJUSTMENTS AND APPROVAL OF AGENDA

No adjustments were made.

3. PUBLIC COMMENT

- Mr. Button discussed a letter that he wrote on Sept. 15, 2019 regarding Proposition 218. He discussed the projects/pipelines listed in the Capital Improvement Program (CIP).

4. PRESENTATIONS

None.

5. CONSENT AGENDA

- 5.1. Board Minutes - Action Requested - that the Board of Directors approve the minutes as submitted

5.1.1. Minutes for Regular Meeting held on April 14, 2020

- 5.2. Payment of monthly bills and approve the warrant sheet and refund register April 15 through May 12, 2020 - Action Requested - that the Board of Directors authorize payment of the monthly bills and approve the refund register

On a motion made by Director Phillips, seconded by Director Cooper, the Board of Directors approved the consent agenda as presented.

The vote was as follows: Ayes carried.

Roll call vote:

Ayes: Phillips, Cooper, Doyle;

Noes: None

Abstain: None

Absent: None

6. REGULAR AGENDA

- 6.1. Items Removed from Consent Agenda

None.

- 6.2. Monthly Financial Report - *Action Requested - that the Board of Directors review and approve the Monthly Financial Report*

On a motion made by Director Phillips, seconded by Director Cooper, the Board of Directors approved the financial report as presented.

The vote was as follows: Ayes carried.

Roll call vote:

Ayes: Phillips, Cooper, Doyle;

Noes: None

Abstain: None

Absent: None

7. WATER OPERATIONS BUSINESS

No Action Taken. Information was provided by the water operators.

- 7.1. Introduction of new water operators

- 7.2. Daily Log for April 2020

7.2.1. Work Orders – (Operator Rex Munroe/Mike Butler): Update on repairs conducted in April.

No Action Taken / Informational Purposes.

- Mike discussed that the alley pump is making a little noise.
- Repairs at 2410 Campbell Street, section replacement.

- Discussed backflow testing; water operators to obtain bids to conduct testing.
- Discussed CalFire and obtaining the hydrant database inventory.

7.3. Lead and Copper Rule Test Results Reports – (Operator, Mike Butler): Update on the request from SWRCB regarding missing information for the lead and copper sampling results.

No Action Taken / Informational Purposes.

- Mike discussed his findings on the lead and copper rule and the testing in homes to date.

8. ONGOING BUSINESS

8.1. USBR Water System Infrastructure Efficiency Project Grant – (Manager Loeser) Review the status of the environmental documentation needed for the grant; review the goals and intended use of grant funds.

No Action Taken / Informational Purposes Only.

- General Manager Loeser will provide additional information to the Board with regard to the expenditure of funds, matching, and timing.

8.2. Aging Report for Outstanding Water Bill Payments Greater than 90 Days.

No Action Taken / Informational Purposes Only.

- The water bill will provide an opportunity for owners and occupants to update their contact and mailing information.

9. NEW BUSINESS

9.1. Consideration of Declaration of Local Emergency for Durham Irrigation District in Response to COVID-19.

On a motion made by Director Phillips, seconded by Director Cooper, the Board of Directors approved the Declaration of Local Emergency for Durham Irrigation District in Response to COVID-19 as presented.

The vote was as follows: Ayes carried.

Roll call vote:

Ayes: Phillips, Cooper, Doyle;

Noes: None

Abstain: None

Absent: None

9.2. Consideration of Online Transaction Fees Waiver for Water Billing Payments in an effort to reduce costs in staff time from bill handling, encourage use of on-line bill pay, and to promote social distancing protocols in response to COVID-19. This action will continue until such time as it is brought back to the Board for any additional consideration.

On a motion made by Director Phillips, seconded by Director Cooper, the Board of Directors approved a waiver for Online Transaction Fees for Water Billing Payments.

The vote was as follows: Ayes carried.

Roll call vote:

Ayes: Phillips, Cooper, Doyle;

Noes: None

Abstain: None

Absent: None

10. ATTORNEY REPORT

10.1. Revised Billing Policy and Project Billings (All items Information/Possible Action)

No Action Taken / Informational Purposes.

- Discussed Draft Chapter 7 Billing Policy prepared by General Manager Loeser incorporating the draft language from District Counsel.
- District Counsel Carter provided an update on the Development Projects Billings, stating that if no changes to draft letters, then would be sent on May 14, 2020.

11. BOARD OF DIRECTOR'S REPORTS/SPECIAL ASSIGNMENTS

11.1. VINA GSA Management Committee Update (*All items Information/Possible Action*)

11.1.1. Next Vina GSA Stakeholder Advisory Committee (SHAC) Meeting, scheduled for May, 19, 2020 (Zoom Meeting, to be attended by General Manager, Kamie Loeser)

11.1.2. Additional information from GSA management Committee, Board, or SHAC.

No Action Taken / Informational Purposes.

- District Counsel provided an overview of the status of the Tuscan Water District.

12. DIRECTORS' COMMENTS

- Director Cooper categorically denied that he had ever lied to the public or anyone else regarding the District's last rate and fee increase or, for that matter, on any other matter.

13. ADJOURNMENT

Adjournment to the next meeting of the Board of Directors of Durham Irrigation District on June 9, 2020.