

**Durham Irrigation District
Board of Directors
MEETING MINUTES**

April 14, 2020 – 5:30 p.m.

District Office: 9418-C Midway, Durham, CA 95938

Virtual Meeting on Zoom

IN ATTENDANCE:

Board of Directors:

Matt Doyle, Chair Remote
Raymond Cooper Remote
Kevin Phillips Remote

District Staff:

Kamie Loeser, General Manager In Office
Jeff Carter, District Counsel In Office

AGENDA ITEMS:

1. CALL TO ORDER

- 1.1. Roll Call/Establishment of Quorum – The meeting was called to order at 5:30 p.m. by Chair Doyle. Roll Call was taken as noted IN ATTENDANCE **above**.
- 1.2. Introduction of Guests – Identified those in attendance via Zoom. Guests included: Supervisor Debra Lucero, Water Commissioner Richard Harriman (Mr. Harriman noted that he was participating as a member of the Water Commission), David Gaskill, Brady Doyle, and two additional guests represented by their phone numbers.

2. ADJUSTMENTS AND APPROVAL OF AGENDA

3. PUBLIC COMMENT

None.

4. PRESENTATIONS

None.

5. CONSENT AGENDA

5.1. Board Minutes

5.1.1. Minutes for Regular Meeting held on February 11, 2020

5.1.2. Minutes for Special Board Meeting held on March 17, 2020

On a motion made by Director Phillips, seconded by Director Cooper, the Board of Directors approved Items 5.1.1 and 5.1.2 as submitted.

Roll Call Vote / Motion carries as follows:

Ayes: Director Phillips, Director Cooper, Chair Doyle
Noes: None

Abstain: None
Absent: None

- 5.2. Payment of monthly bills and approve the warrant sheet and refund register February 11, 2020 through March 10, 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 Item 5.2 and authorized the payment of the monthly bills and approve the refund register.

Roll Call Vote / Motion carries as follows:

Ayes: Director Phillips, Director Cooper, Chair Doyle

Noes: None

Abstain: None

Absent: None

- 5.3. Correspondence: None

6. REGULAR AGENDA

- 6.1. Items Removed from Consent Agenda
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 Item 6.2 and approved the Monthly Financial Report.

Roll Call Vote / Motion carries as follows:

Ayes: Director Phillips, Director Cooper, Chair Doyle

Noes: None

Abstain: None

Absent: None

7. WATER OPERATIONS BUSINESS *(All items Information/Possible Action)*

- 7.1. Daily Log for March 2020
7.2. Work Orders
7.2.1. 2493 Marsh Court
7.2.2. 2334 Via Calle Court

General Manager Loeser provided summary of daily log activities conducted by both NorthStar and Kevin O'Shea for the month of March and discussed the water leak fixes as identified in items 7.2.1 and 7.2.2.

8. OLD BUSINESS

- 8.1. Water Operations and Maintenance Services Agreement - *Action Requested* - that the Board of Directors consider and approve a 1-year services agreement for Operations and Maintenance Services as described in Exhibit A, with option for a 1-year extension, at a monthly rate of \$2,500 per month.

On a motion made by Director Phillips, seconded by Director Cooper, the Board of Directors approved Item 8.1 and approved a 1-year services agreement for Operations and Maintenance Services with Culligan of Chico.

Roll Call Vote / Motion carries as follows:

Ayes: Director Phillips, Director Cooper, Chair Doyle

Noes: None

Abstain: None

Absent: None

9. NEW BUSINESS

- 9.1. Letter to LAFCO regarding the Tuscan Water District - Letter to Mr. Steve Lucas, Executive Officer of the Butte County Local Agency Formation Commission regarding the conceptual support for the formation of the Tuscan Water District. *Action Requested* – authorize the Board Chairperson to sign the letter to LAFCO regarding conceptual support for the formation of the Tuscan Water District.

Ms. Lucero made comments regarding the formation of the District, in summary 1) concerned about the purpose of the District, 2) the TWD would overlay the Rock Creek Reclamation District, 3) not sure where TWD got its overdraft estimates, and 3) Paradise Irrigation District is closely tied to this because the surface water.

Director Phillips commented on his role as a DID Board Director and that of the PID General Manager.

Discussion and suggestion of the replacement of the word “inchoate” with “incomplete” in fourth paragraph.

On a motion made by Director Phillips, seconded by Director Cooper, the Board of Directors approved Item 9.1 with the requested change.

Roll Call Vote / Motion carries as follows:

Ayes: Director Phillips, Director Cooper, Chair Doyle

Noes: None

Abstain: None

Absent: None

10. ATTORNEY REPORT (All items Information/Possible Action)

- 10.1. Revised Billing Policy

Carter discussed the revisions made to the Billing Policy pursuant to SB 998 in order for the District to continue its policy of disconnecting water service to residential property for non-payment. In preparing such, he had reviewed other districts revised policies, including South Feather Water and Power District in Oroville. He offered his opinion that the new legal requirements made compliance therewith complicated and costly and required the District to post the revised policy on its website with translations in five different languages, including Spanish, the cost of which would be approximately \$0.10 to \$0.20 per word per language. He also shared with the Board the policy of Paradise Irrigation District, which, because of the complexity and cost of implementation and administration of the policy, resolved not to discontinue residential water service for non-payment, but instead to continue the service but levy assessments on all properties for which water service bills remain outstanding as of June 30 each year, as permitted under the Water Code.

On a motion made by Chair Doyle, seconded by Director Cooper, the Board of Directors approved Item 10.1 to change its Billing Policy to remove therefrom provision for discontinuation of residential water service due to non-payment of service fees and charges and replace it with provision for the District to levy and assessment on any property, residential or otherwise, for which there are any outstanding and unpaid water fees and charges as of June 30 of each year. Carter advised he would so amend the policy and present at the next Board meeting.

Roll Call Vote / Motion carries as follows:

Ayes: Director Phillips, Director Cooper, Chair Doyle

Noes: None

Abstain: None

Absent: None

10.2. Project Billings

Informational purposes, no action taken. Carter advised he had recently received revised billings from NorthStar requiring him to revise the amounts of engineering and attorney fees owing and unpaid for each project for purposes of billing to the projects. He stated he would discuss these with NorthStar and present update total at the next Board meeting.

11. GENERAL MANAGER REPORT (All items Information/Possible Action)

11.1. Water Bills, Aging Report, Revenue Summary

Informational purposes, no action taken.

12. BOARD OF DIRECTOR'S REPORTS/SPECIAL ASSIGNMENTS

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

Informational purposes, no action taken.

13. DIRECTORS' COMMENTS

Recommendation that the following items be placed on the May 12, 2020 Regular Meeting

Agenda:

- Declaration of Local Emergency in Response to COVID-19
- Waiver for Online Transaction Fee for Billing Payments

14. ADJOURNMENT

Adjournment to the next meeting of the Board of Directors of Durham Irrigation District.

- The Board of Directors is committed to making its meetings accessible to all citizens. If you need a special accommodation to participate in the meeting, please contact the District Administrative Office at (530) 343-1594 or info@didwater.org at least 24 hours in advance of the meeting.
- The Board of Directors or its President pursuant to Government Code section 54954.3 reserves the right to impose reasonable rules governing public participation on agenda and non-agenda items, including limiting the total amount of time allocated to public testimony on particular issues and for each individual speaker.