



**Durham Irrigation District  
Board of Directors  
Approved Meeting Minutes  
February 16, 2020 - 5:30 PM**

DID Board meetings are recorded and available on the District's website at [www.didwater.org](http://www.didwater.org)

**Board of Directors:**

Matt Doyle, Chair - in attendance/remote  
Raymond Cooper - in attendance/remote  
Kevin Phillips - in attendance/remote

**District Staff:**

Kamie Loeser, General Manager - in attendance/office  
Jeff Carter, District Counsel - in attendance/office  
Mike Butler, Water Operator - absent

**AGENDA ITEMS:**

**1. CALL TO ORDER**

1.1. Roll Call/Establishment of Quorum The meeting was called to order at 5:34PM by Chair Doyle. Roll Call was taken as noted "in attendance" above. Attendees participated via Zoom; with the exception of those noted as "in office" above.

1.2. Introduction of Guests

None.

**2. ADJUSTMENTS AND APPROVAL OF AGENDA**

None.

**3. PUBLIC COMMENT**

No public in attendance.

**4. PRESENTATIONS**

None.

**5. CONSENT AGENDA**

5.1. Minutes for Regular Meeting held on January 19, 2021

5.2. Monthly Financial Report for January 2021, including the Balance Sheet, Profit & Loss Statement, and the General Ledger.

5.3. Payment of monthly bills and approval of the warrant sheet January 19, 2020 through February 16, 2021.

Action Requested: That the Board of Directors approve the Consent Agenda.

Discussion: Chair Doyle asked if the rate increase had been reflected in the January billings. Manager Loeser confirmed that the increase was included in the billings.

Public Comment: No public comment.

Action Taken:

On a motion made by Director Phillips, seconded by Director Cooper, the Board of Directors approved the Consent Agenda.

The vote was as follows: Ayes carried.

Roll call vote:

Ayes: Phillips, Cooper, Doyle

Noes:

Abstained:

Absent:

## 6. REGULAR AGENDA

6.1. Items Removed from Consent Agenda.

None.

## 7. GENERAL ADMINISTRATION BUSINESS *(All Items Informational/Possible Action)*

7.1. Correspondence: *(All Items Informational/Possible Action)*

- a. Email from Mr. Pat Button dated January 15, 2021; Subject: Water Tank.
- b. PG&E, January 12, 2021 (Rec'd February 8, 2021): Notification of Transition of Time of Use Electric Rates for Businesses.

Informational Purposes: No action taken.

Board Discussion: Chair Doyle asked if the District has a PG&E customer liaison that we should communicate with in regard to the rates charged to the District as a government agency and utility. The Board directed that we determine who our customer liaison is and contact them.

Public Comment: No public comment.

7.2. Confirmation of appointment of Board Members to Committees and Other Agencies and Organizations.

Requested Action: Confirmation of appointments of Board Members to Committees and other agencies and organizations including Administrative Committee, Operations Committee, and Vina GSA Board of Directors.

Board Discussion: The Board confirmed the committee positions as follows:

- Operations/Technical - Director Cooper
- Budget/Financial - Chair Doyle
- Administrative - Director Cooper
- Vina GSA Board - Director Cooper (primary), Chair Doyle (alternate)

Public Comment: No public comment.

On a motion made by Director Phillips, seconded by Director Cooper, the Board of Directors approved the Consent Agenda.

The vote was as follows: Ayes carried.

Roll call vote:

Ayes: Phillips, Cooper, Doyle

Noes:

Abstained:

Absent:

7.3. Butte Local Agency Formation Commission - Election of a Special District Regular "Non-enterprise" Member and an Alternate "Enterprise/Non-Enterprise" Member. Nominations are due by March 11, 2021 and must be an official action of the Board.

Possible Action: Nominate members to serve on the Commission and prepare a written nomination letter with the name of identified nominee.

Board Discussion: The Board identified the following nominees and directed staff to prepare a letter identifying the nominees:

- Tom Lando, Chico Area Recreation District, alternate non-enterprise
- Al McGreehan, Paradise Recreation and Parks District

## **8. WATER OPERATIONS BUSINESS (All Items Informational/Possible Action)**

### 8.1. Ongoing Business

- a. Daily Log for January 2021 (Operator Mike Butler)

Informational Purposes: No action taken.

Board Discussion: No comments.

Public Comment: No public comment.

- b. Discussion regarding ownership and responsibility of hydrant flow testing and maintenance.

Informational Purposes: No action taken.

Board Discussion: Director Phillips indicated that he would follow-up with Cal-Fire.

Public Comment: No public comment.

### 8.2. Upcoming Business

- a. Water Operations Contract with Culligan of Chico expires April 15, 2021.

Informational Purposes: No action taken.

Board Discussion: Board discussed Sierra Water Utility/Mike Butler's performance as Operator and reissuing contract with Sierra Water Utility with minor alterations to fee.

Public Comment: No public comment.

**9. ATTORNEY REPORT** *(All Items Informational/Possible Action)*

9.1. Attorney's Update (Legal Counsel Carter)

Informational Purposes: No items to report.

Board Discussion: Staff did note the need for Ethics Training for Board members as well as the submittal of the Form 700, due on April 1, 2021.

Public Comment: No public comment.

**10. MANAGER REPORT** *(All Items Informational/Possible Action)*

10.1. Manager's Report/Updates (Manager Loeser)

a. Administrative Assistant, Jeannie Trizzino: onboarding and training status.

b. State Compensation Fund, February 5, 2021 (Rec'd February 10, 2021): Workers' Compensation Insurance Rating Bureau rating for mandatory audit.

Informational Purposes: Manager Loeser provided an overview of Jeannie Trizzino's tasks, performance, and schedule. Manager Loeser summarized the letter from the State Compensation Fund requesting information for mandatory audit.

Board Discussion: No specific discussion or direction.

Public Comment: No public comment.

**11. VINA GSA**

11.1. Vina GSA Report *(District Manager Loeser, Legal Counsel Carter)*

a. Vina GSA Board Meeting/Workshop, February 10, 2021, 5:30PM

b. Stakeholder Advisory Committee Meeting, February 16, 2021, 9:00AM-12:00PM

Informational Purposes: Manager Loeser provided an overview of the GSA Board and SHAC meetings and the status of the GSP.

Board Discussion: General discussion, no specific direction.

Public Comment: No public comment.

**12. DIRECTORS' COMMENTS:** Opportunity for Board comments on items not listed on the agenda.

**13. CLOSED SESSION**

Pursuant to Government Code Section 54956.9(d)(4), Conference with Legal Counsel - Initiation of litigation: Facts and circumstances that might result in litigation but which the District believes are not yet known to a potential plaintiff or plaintiffs, which facts and circumstances need not be disclosed. The Board of Directors is deciding whether to initiate litigation. One case.

Public Comment: No public in attendance at meeting.

At 6:26PM the Board adjourned to Closed Session.

**OPEN SESSION**

At 6:31PM the Board returned to Open Session and summarized the Closed Session as follows:  
No Action was taken; the matter was continued to the next regular meeting of the Board in Closed Session.

**14. ADJOURNMENT**

Following the Closed Session Report, the meeting was adjourned at 6:32PM.