

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

March 10, 2020 - 5:30 PM
District Office - 9418-C Midway, Durham, California 95938

In Attendance

Board of Directors:

Matt Doyle, Chair
Raymond Cooper
Kevin Phillips

District Staff:

Kamie Loeser, General Manager
Jeff Carter, District Counsel
Drew Huneycutt, Water Operator

**COPIES OF THIS AGENDA AVAILABLE FROM:
Durham Irrigation District Office**

**Posted: March 5, 2020
Prior to: 5:00 pm**

AGENDA ITEMS:

1. CALL TO ORDER

1.1. Roll Call/Establishment of Quorum – The meeting was called to order at 5:37 p.m. by Chair Doyle. Roll Call was taken as noted **In Attendance** above.

1.2. Introduction of Guests

- Representatives from the Tuscan Water District: Rich McGowan, Darren Rice, Ed McLaughlin

2. ADJUSTMENTS AND APPROVAL OF AGENDA

3. PUBLIC COMMENT

None.

4. PRESENTATIONS *(All items Information/Possible Action)*

4.1. Presentation by Rich McGowan regarding the Tuscan Water District History and Formation. *Requested Action – that the DID Board provide a letter of support of the formation of the Tuscan Water District to the Butte County LAFCO. A draft letter will be prepared for consideration by the Board at the April 14, 2020 Regular Board of Directors Meeting.*

5. CONSENT AGENDA

- 5.1. Minutes for Regular Meeting held on February 11, 2020 - *Action Requested - that the Board of Directors approve the minutes as submitted*
- 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*
- 5.3. Monthly Financial Report - *Action Requested - that the Board of Directors review and approve the Monthly Financial Report.*

Item 5.3 – Requested that this item be a separate item on the Regular Agenda for the April 14, 2020 meeting.

On 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

Ayes: Phillips, Cooper, Doyle

Noes: None

Abstain: None

Absent: None

6. REGULAR AGENDA

- 6.1. Items Removed from Consent Agenda

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

- 7.1. Daily Log for February 2020 – Water Operator Huneycutt provided a review of the daily log.
- 7.2. RWQCB Annual Report Update – Water Operator Huneycutt provided the annual report update; discussed need to attach the shut-off policy and lead piping inventory.

8. GENERAL ADMINISTRATION BUSINESS *(All items Information/Possible Action)*

9. ATTORNEY REPORT *(All items Information/Possible Action)*

District Counsel provided a report for the following the Black Diamond and Burchard/Tony Symmes development projects with regard to refunds and the payment of fees, as applicable. Counsel also summarized the letter to be provided to Mr. Abshier and Mr. Dempsey with regard to the installation of a meter and the future connection of Mr. Dempsey's parcel when a waterline is installed in the section of Faber Street fronting Mr. Dempsey's parcel.

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

10.1. Water Bills and Aging Report

General Manager Loeser provided an overview of the preparing a water bill aging report for the Board to review. The intent of the aging report is to identify and work with customers who have outstanding bills greater than 90 days and to set up a payment plan or place a lien on the property pursuant to California Government Code Section 54354.

10.2. Water Operator Interview Schedule

General Manager Loeser provided a summary of the Water Operator interview schedule and anticipated process for finalizing the subsequent contract and start date of the new operator, once selected. Interviews were scheduled for Wednesday, March 11, 2020. Once the interview panel identifies a preferred candidate, then a Special Board Meeting would be held so that the interview committee could make a recommendation to the Board to select a contractor and approve an offer to engage such person.

11. BOARD OF DIRECTOR'S REPORTS/SPECIAL ASSIGNMENTS

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

Informational Purposes/No Action Taken. Contract General Manager noted that the next Vina GSA Board Meeting to be March 11, 2020 and Vina GSA SHAC Meeting to be March 17, 2020.

12. DIRECTORS' COMMENTS

No comments from the Directors.

13. CLOSED SESSION

13.1. Pursuant to Government Code §54957 - Public Employee - General Manager

At 7:35pm, the Board returned to open session and announced that the Board had unanimously approved engagement of Kamie Loeser to provide general management and administrative services and Chair Doyle gave a brief summary as to term and compensation.

14. ADJOURNMENT

Adjournment to the next meeting of the Board of Directors of Durham Irrigation District on April 14, 2020.

- *The Board of Directors is committed to making its meetings accessible to all citizens. Any persons requiring a special accommodation to participate, is requested to contact the District Office at 530-343-1594 at least 3 working days in advance of the meeting. Office Hours Thursday 8:30 a.m.-12:00 p.m.*
- *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.*