

**Durham Irrigation District Board of Directors  
Board Meeting  
July 19, 2022 - 5:30 PM  
MINUTES**

<b>Board of Directors:</b>	<b>District Staff:</b>		
Matt Doyle, Chair – in attendance/remote	PRESENT		
Raymond Cooper, Director – in attendance/remote	PRESENT		
Kevin Phillips, Director	ABSENT	Jeff Carter, District Counsel – in attendance/remote	PRESENT
		Mark Adams, District Engineer – in attendance/remote	PRESENT
		Mike Butler, Water Operator – in attendance/remote	PRESENT
		Jeannie Trizzino, Admin. Assistant – in attendance/remote	PRESENT

**1 CALL TO ORDER**

- 1.1 Roll Call/Establishment of Quorum
- 1.2 Consideration of Resolution 2022-07 authorizing remote teleconference/Zoom meetings of the DID Board for the period of 30-days.

**Motion:** *That the Board consider and approve Resolution 2022-07 of the Durham Irrigation District Board authorizing remote teleconference meetings of the Board for 30 days pursuant to the Ralph M. Brown Act and California Assembly Bill 361.*

**Board Discussion:** *None.*

**Public Comment:** *None.*

**Action Taken:** *On a motion made by Cooper and seconded by Doyle, the Board approved the motion.*

**Vote results** *Ayes carried.*

**Ayes:** *Cooper, Doyle*

**Noes:**

**Abstained:**

**Absent:** *Phillips*

- 1.3 Introduction of Guests – Patrick Button

**2 PUBLIC COMMENT**

Mr. Button indicated he had no comments to make.

**3 PRESENTATIONS – NONE**

#### 4 CONSENT AGENDA

- 4.1 Monthly Financial Report for June 2022, including:
  - 4.1.1 Balance Sheet
  - 4.1.2 Profit & Loss Statement
  - 4.1.3 Previous Year Comparison
  - 4.1.4 General Ledger
  - 4.1.5 Billing Recap Report
  - 4.1.6 AR Aging Report
  - 4.1.7 Website Pageview Report
  - 4.1.8 Monthly Metered Water Sales through June 2022
- 4.2 Approval of the Warrant Sheet from June 21, 2022 to July 18, 2022, including payments, deposits, and transaction adjustments.

**Motion:** *That the Board consider and approve the consent agenda.*

**Board Discussion:** *None.*

**Public Comment:** *None.*

**Action Taken:** *On a motion made by Cooper and seconded by Doyle, the Board approved the motion.*

**Vote results** *Ayes carried.*

**Ayes:** *Cooper, Doyle*

**Noes:**

**Abstained:**

**Absent:** *Phillips*

#### 5 REGULAR AGENDA

- 5.1 Items Removed from Consent Agenda - NONE

#### 6 CORRESPONDENCE

- 6.1 Ltr. from SDRMA (06.30.2022) 2022-23 Renewal

#### 7 WATER OPERATIONS BUSINESS

- 7.1 Ongoing/New Business
  - 7.1.1 Sonic well sensor update

**Discussion:** *Water Operator explained that he intended to make static sonic well sensor mobile by designing a modular rack to deploy it for the District and for another client of his. Director Cooper suggests that in the long-term the District plan to obtain an additional sonic well sensor as a backup or to ultimately obtain a static well sensor for each District well once the reliability and performance of the unit is determined.*

- 7.1.2 CalFire ISO Survey for Fireflow update

**Discussion:** *Water Operator provided the needed data to CalFire and is awaiting response from CalFire if more information is needed.*

- 7.2 Review of Water Operator Logs for June 2022 (Operator Mike Butler)

**Discussion:** *Water Operator noted that the month was slow, but he responded to a call for service at Acct 255 - 2383 Faber where he noticed that the customer's*

*landscaping had grown into a hose bib, causing an uncontained leak. Because the service to that address is flat rate, this water waste goes unmonitored and unobserved. Locking device obtained for outlet at Holland Well site to deter water theft. Acct 257 - 2368 Florida leak repair encountered additional issues with being unable to clear the area of water easily, but ultimately was able to fix the leak. He raises the issue of access to a vac truck to make accessing pipeline leaks more easily. Director Cooper and Doyle suggested that his company open an account at an equipment rental company and simply rent the vac truck when needed and bill the District with reasonable markup.*

7.3 Pressure Tank Project updates

**Discussion:** *Pressure tank replacement completed.*

7.4 Site 3 (Library) Well motor replacement

**Discussion:** *Water Operator reports that the well motor is behaving within parameters, but notes that production drops from 48 cf/minute to 45 cf/minute when orchards in the area are irrigating.*

7.5 Monthly Work Order Status Report through June 15, 2022

**Discussion:** *Water Operator reports that because meters are difficult to obtain, he will attempt to repair meters that are not working well.*

## 8 GENERAL BUSINESS

8.1 District Activities and Status Report.

8.1.1 Status Updates and Activities Not Requiring Action

8.1.1.1 Project Update: Bid Package for the Brown/Faber Alley Main Line Replacement Project.

8.1.1.2 Capital Improvement Plan - Projects and Cost Estimates and set CIP Planning Meeting dates to review identified projects, timeline for implementation, and financial opportunities and constraints.

8.1.1.3 Policy: Sealed Meters

8.1.1.4 Policy: Homeowner incursion of District easement, specifically owner responsibility for damage caused to pipeline caused by trees

8.1.1.5 Annual Audit 2020. Review status of audit activities.

**Discussion:** *Staff has not yet started 2020 audit process with MHW.*

8.1.2 Project Update: USBR Grant and Lead Service Laterals Replacement Projects and Timeline.

**Discussion:** *Staff and District Engineer are still waiting for confirmation of grant extension from USBR.*

8.1.3 Easement Agreement between DID and DUSD for connections along east side of Durham Dayton Highway.

**Discussion:** *District Engineer has provided description and diagram to District Counsel; District Counsel will prepare easement agreement.*

8.1.4 Biennial Conflict of Interest Update

**Discussion:** *District Counsel notes that he has reviewed the current conflict of interest code and the District does not need to make any changes to its conflict of interest policy. District can sign and return the Biennial Conflict of Interest form to the county.*

8.2 Development Projects. Review status of development projects' activities.

8.2.1 Butte County Farm Bureau Project – 9412 Jones Avenue

**Discussion:** *District has received the application fee from Butte County Farm Bureau. Staff has prepared draft will serve letter and circulated to District Engineer and District Counsel for review and approval. District Counsel will review draft and respond to staff.*

8.3 Sierra Water Utility Contract renewal

**Discussion:** *District Counsel will re-circulate the April 2022 draft of the agreement to the Board and to Sierra Water Utility.*

8.4 Annual Audit RFP status

**Discussion:** *Director Doyle will follow up with Director Phillips on firms to contact regarding audit services. District Counsel advises no changes are needed to the current cover letter. He will provide a suggested firm for the District to contact to staff.*

8.5 Memorandum to Board

8.5.1 Regarding Acct 684 – 2469 Tracy Ranch Road.

**Discussion:** *Table to next Board meeting. Director Doyle will follow up on this item to discuss with District Counsel and District Engineer.*

8.6 Options for general management of the District, including, but not limited to, potential General Manager replacement and advertisement.

8.7 Drought Planning for Small Water Suppliers and Rural Communities required under SB 552.

**Discussion:** *District Counsel will determine whether SB 552 will apply to District. Director Doyle will contact Thermalito Water and Sewer District to see their preparations for mutual aid. Staff comments that CalWARN mutual aid members in the area are Paradise Irrigation District and CalWater.*

## 9 ATTORNEY REPORT

9.1 Updates from Legal Counsel not discussed under other Agenda Items

**Motion:** *That the Board direct staff to prepare a lien list for all delinquent accounts to be transmitted to the County Assessor's office except for the Account 243 for Tink, Inc.*

**Board Discussion:** *Director Cooper asked about status of unpaid accounts receivable. Staff has sent demand letter to all delinquent accounts except for Acct 243 / Tink. Chair Doyle emphasized that if the lien list does not go to the county assessor's office this year, it will be another year before the District can submit such list.*

**Public Comment:** *None.*

**Action Taken:** *On a motion made by Cooper and seconded by Doyle, the Board approved the motion.*

**Vote results** *Ayes carried.*

**Ayes:** *Cooper, Doyle*

**Noes:**

**Abstained:**

**Absent:** *Phillips*

See also Closed Session Item 12.1.

9.2 Updates on 2022 Ballot Measure

**Discussion:** *District Counsel reports that he will doublecheck whether his office has submitted the ballot measure to the Elections Office.*

9.3 Update on Elections Division Notice of Offices to Be Filled

**Discussion:** *Staff reports that the elections office contacted the District looking for the Notice of Offices to Be Filled. Staff discussed with the elections office staff the noticeable errors in the ballot candidates. District Counsel also reports that he had spoken with the elections office on the ballot candidates as well.*

9.4 Updates on Vina GSA Fee allocation

**Discussion:** *District Counsel reports that Vina GSA fee allocation is still under consideration, given the small size of the District relative to City of Chico and Butte County.*

## 10 VINA GSA

10.1 Vina GSA SHAC Meetings

10.2 Vina GSA Board Meetings

10.3 Vina GSA/RCRD GSA Board Meetings

## 11 DIRECTORS' COMMENTS – NONE

## 12 CLOSED SESSION

At 6:21 pm the Board adjourned to Closed Session.

12.1 Conference with counsel on litigation in the matter of *AquAlliance, et al. v. Vina GSA, et al.*

12.2 Consideration of Employment Agreement – Jeannie Trizzino. Pursuant to Government Code Section [54957\(b\)\(1\)](#)

## 13 OPEN SESSION

At 6:40 pm the Board returned to Open Session and summarized the Closed Session as follows:

Direction given by board legal counsel. No action taken.

## 14 ADJOURNMENT

Following the Closed Session Report, the meeting was adjourned at 6:41 pm.