MINUTES OF REGULAR MEETING OF BOARD OF DIRECTORS
OF DURHAM IRRIGATION DISTRICT – APRIL 9, 2019; 5:00 PM

The regular meeting of the Board of Directors of Durham Irrigation District for April 9, 2019 was conducted at the District offices located at 9814C Midway, Durham, CA on April 9, 2019 at 5:00 pm.

Director Matt Doyle called the meeting to order at 5:04. In addition to Director Doyle, Director Kevin Phillips was present. Arriving at 5:17 was Board Chair Raymond Cooper. Also present were NorthStar employees Drew Huneycutt and Kristen McKillop, Water System Operator Kevin O'Shea with Rick Trites (who does our backflow testing) and John Graham and District Counsel Jeff Carter. Public in attendance, Robert DuBose.

Under Public Comment, Water System Operator O'Shea John Graham, of Graham Backflow Solutions, gave a detailed presentation on the necessity of doing backflow assessment and prevention throughout a small water system, primarily from a Public Health and source water protection perspective. The Board asked that a proposal to prepare a Sanitary Survey for the District. This will include obtaining system information from Manager McKillop such as existing connection numbers and types.

Next, upon motion made by Director Doyle and seconded by the Director Phillips, the minutes of the March 12, 2019 meeting of the Board of Directors were approved.

Under Public Comment, Robert DuBose discussed his new subdivision, Midway Estates, with the Board and Legal Counsel in order to determine process of connecting to the system for domestic supply. JEFF?

Manager Report: Reviewed the Manager's report on billing automation and current bookkeeping status. Board was presented with financial documents recreated for 2018 in order to give the Board and idea of financial position. Director Phillips directed Manager to prepare a budget and present it at the next Board meeting.

Chair asked about current meter reader and role over the next two months. Manager McKillop reported that Meter Reader Densel is doing ok covering all of the route. Chair requested that a job description to hire another meter reader be prepared and submitted at the next Board meeting.

Water System Operator's Report from Drew Huneycutt and Kevin O'Shea. Drew began doing all daily system checks on his own as of April 1. Drew is awaiting the results of his D2 exam and should be ready to assume the role as Chief System Operator upon receipt of a passing notification. NorthStar staff conducted a baseline survey of system connections to obtain GPS data and photos of all metered connections, and many non-metered connections the last week of March.

- Drew, Kevin and Kristen are working on the CCR and annual report to the SWRCB.
- There was a break-in at the Holland well site the weekend of March 16/17. Staff working with BCSO. New signage posted to deter unauthorized access.

District Counsel (Jeff to add)

Black Diamond (need to get clarification from District Engineer) as to what he has paid for etc. Connection fees will be due from the new landowners when they build.

Burdick line abandonment per the request of Jack Angel: (Jeff to add) Corner lot on Holland is still on back line, all others are hopefully converted to front service connections. District needs to verify this at some point, as it is a pass-through from the abandoned line to the system without back-flow.

1. Wait

2. Quit claim easement to Angel on his lot, he can pay District Legal to generate docs if he has title report, and Angel will pay to cap line at his expense.

Creekside Estates (Jeff to add)

DuBose (Jeff to add)

District Counsel provided overview of management with regard to insurance and coverage of Directors and Managers etc.

Public Pat B. suggested that the District consider solar.

District Manager discussed need for PG&E audit.

Meeting adjourned 7:00 PM.

There being no further business coming before the meeting, the meeting was adjourned.

Board of Directors of
Durham Irrigation District

By: _____
Raymond Cooper, Chair

ATTEST:

_____
Matt Doyle, Secretary