

MINUTES
REGULAR MEETING
BOARD OF DIRECTORS
PARADISE IRRIGATION DISTRICT
AUGUST 15, 2018

The regular meeting of the Board of Directors of the Paradise Irrigation District was called to order at 6:30 p.m. by President Dan Wentland, followed by an Invocation and the Pledge of Allegiance to the Flag of the United States of America.

OPENING

BOARD MEMBERS PRESENT: Directors Marc Sulik, Vice-President Anne Rice, Bob Prevot, Bill Kellogg, and President Dan Wentland

ROLL CALL

BOARD MEMBERS ABSENT: None

STAFF PRESENT: District Manager Ed Fortner, CFO/Treasurer Kevin Phillips, WTP Superintendent Jim Passanisi, and Secretary Georgeanna Borrayo

ALSO PRESENT: Members of the public

Board members reviewed consent calendar items as follows:

APPROVAL OF
CONSENT
CALENDAR
(Item 2.a. – 2.b.)

2.a. Approval of Meeting Agenda Order

2.b. Approval of Minutes: Regular Meeting of July 18, 2018

It was moved by Director Rice and seconded by Director Prevot to approve the consent calendar as presented.

AYES: Directors Sulik, Rice, Prevot, Kellogg, and Wentland

NOES: None

ABSENT: None

Motion passes 5-0

Loren Harvey stated receiving questions from the public regarding the agenda item to reclassify the Chief Financial Officer to Assistant District Manager. Suggested providing a raise based on work performance instead of establishing this position.

PUBLIC
PARTICIPATION
(Item 3)

Ward Habriel commented on the following: 1) Recent tour of the PID Demonstration Garden with members of the Butte County Fire Safe Council and future opportunities to partner together with PID to conduct educational programs; 2) Foggy residue on glasses if removed from the dishwasher before drying, which has also been noticed on windows. Suggested this may be due to an increase in calcium hardness and requested PID check into this.

Board members reviewed written Staff and Billing Reports and received clarification from staff regarding various informational items reported. It was moved by Director Rice and seconded by Director Sulik to accept the July, 2018 Staff and Billing Reports as presented.

JULY 2018 STAFF
& BILLING
REPORTS
ACCEPTED
(Item 4.a. & 4.b.)

AYES: Directors Sulik, Rice, Prevot, Kellogg, and Wentland

NOES: None

ABSENT: None

Motion passes 5-0

DISTRICT
MANAGER'S
REPORT
(Item 5)

The Board reviewed a written report from Manager Fortner regarding the status of current projects: Water Rights, North Lake Boat Launch, Process Water Recycle Project, B Reservoir Design Project, Spillway Investigation, and Automated Meter Project update. Treatment Plant Superintendent Jim Passanisi is coordinating a collaborative tabletop FEMA exercise with a wildfire emergency response scenario that will include PID, Butte County Fire Safe Council, Paradise Fire Safe Council, Town of Paradise staff, and governing boards. This tabletop exercise is scheduled on August 30, 2018 from 9:00 a.m. to 1:00 p.m. in the PID Board Room.

TREASURER'S
REPORT ACCEPTED
FOR PERIOD
ENDING
JULY 31, 2018
(Item 6)

Board members reviewed a written Treasurer's Report for the period ending July 31, 2018. Treasurer Phillips further reported a special meeting to conduct a Budget Workshop is confirmed for August 29, 2018 at 9:00 a.m. in the PID Board Room, and the annual audit is scheduled in November of this year.

It was moved by Director Rice and seconded by Director Prevot to accept the Treasurer's Report for the period ending July 31, 2018.

AYES: Directors Sulik, Rice, Prevot, Kellogg, and Wentland

NOES: None

ABSENT: None

Motion passes 5-0

APPROVAL OF
CHECKS FOR THE
MONTH OF JULY,
2018
(Item 7)

Board members reviewed accounts payable reports for the month of July, 2018. It was moved by Director Prevot and seconded by Director Sulik to approve General Fund Check Numbers 52147 through 52225 for the month of July, 2018 totaling \$558,993.99, and authorization of a similar amount allowing or adjusting for extraordinary budget or board approved items during the month of August.

AYES: Directors Sulik, Rice, Prevot, Kellogg, and Wentland

NOES: None

ABSENT: None

Motion passes 5-0

LEGAL REPORT
(Item 8)

Manager Fortner announced there is no legal report to provide this evening for the regular session. Staff will engage Legal Counsel by teleconference for closed session (agenda item 13.a.).

UNFINISHED
BUSINESS

Unfinished business - None to report.

NEW BUSINESS:

Board members reviewed a proposed Assistant District Manager Job Description for consideration to reclassify the current Chief Financial Officer (CFO) to Assistant District Manager.

ASSISTANT
DISTRICT MANAGER
POSITION
DESCRIPTION
(Item 10.a.)

Board member comments and clarification included: 1) This would not be an additional position; 2) Based on the agenda item presented by Director Sulik, the Board has the ability to approve a job description or reclassify a job description. Any discussion regarding salary would have to be conducted within the normal contract negotiation process with the employee; 3) Many other water districts have an Assistant District Manager designee and the financial responsibilities are included in that position; 4) This designation would offer clarity in the organization by having a formal chain of command in the absence of the District Manager; 5) Adding a paragraph in the CFO Job Description indicating in the absence of the District Manager due to vacation, illness, further education, etc., the CFO will fulfill the obligations of the District Manager. The same verbiage could be included in the District Manager's Job Description to fulfill responsibilities in the absence of the CFO; and 6) Refer to the

Administration and Personnel Committee to further review the details.

Following discussion, it was moved by Director Kellogg and seconded by Director Sulik to refer agenda item 10.a. regarding the proposed Assistant District Manager position to the Administration and Personnel Committee for review and to bring back a recommendation to the Board at a future meeting.

CONTINUED -
ASSISTANT
DISTRICT MANAGER
POSITION
DESCRIPTION
(Item 10.a.)

AYES: Directors Sulik, Rice, Prevot, Kellogg, and Wentland

NOES: None

ABSENT: None

Motion passes 5-0

Manager Fortner reported there has been further discussion with the Union Business Representative regarding the proposed Water Quality Technician Job Description. His recommendation is to table this agenda item until possibly next month, to avoid confusion and any potential conflict with labor negotiations.

WATER QUALITY
TECHNICIAN
POSITION
DESCRIPTION
(Item 10.b.)

It was moved by Director Rice and seconded by President Wentland to table this agenda item until the next meeting.

AYES: Directors Sulik, Rice, Prevot, Kellogg, and Wentland

NOES: None

ABSENT: None

Motion passes 5-0

President Wentland called for a Board recess at 8:09 p.m.

BOARD RECESS

President Wentland reconvened the regular meeting at 8:14 p.m.

MEETING
RECONVENED

Manager Fortner reported on the Reservoir B Replacement Project, highlighting the driving factors of the project and some of the benefits to the district upon completion which include: Increasing storage capacity and capacity for fire flow demand, and revamping system hydraulics and building a pump station for a new pipeline from the treatment plant to the distribution system for added redundancy.

RESERVOIR B
REPLACEMENT
PROJECT
APPROVAL TO
PROCEED WITH
DESIGN, BID
PROCESS &
CONSTRUCTION
(Item 10.c.)

Waterworks Engineers and PID have completed alternative analysis. After further investigation of the necessity and design of the project, PID staff is in favor of the project and is seeking support to proceed with the project as designed.

It was moved by Director Rice and seconded by Director Prevot to authorize the District Manager to proceed with design, bid process, and construction for the Reservoir B Replacement Project.

AYES: Directors Sulik, Rice, Prevot, and Wentland

NOES: Director Kellogg

ABSENT: None

Motion passes 4-1

President Wentland announced the community is invited to learn more about their water district and meet PID's new District Manager, Ed Fortner. The Meet and Greet will be held on Wednesday, September 12, 2018 at 6:30 p.m. at the Paradise Ridge Senior Center located at 877 Nunneley Road in Paradise. **No Board action taken; information item only.**

COMMUNITY
INVITATION TO
MEET & GREET –
PID NEW DISTRICT
MANAGER
(Item 10.d.)

COMMITTEE
REPORTS
(Item 11.a.1)

Paradise Lake & Recreation Committee: Directors Kellogg and Sulik reported the committee met on August 8, 2018. In addition to a tour of the Water Treatment Plant, discussion included the existing 42-inch transmission main and flow meter location, newly constructed fence for protection of Magalia Reservoir bypass diversion structure, proposed trail from Magalia Reservoir to Paradise Lake, and an ADA accessible picnic table and fishing landing. The next meeting will be held at Paradise Lake on September 12, 2018 at 9:00 a.m. to inspect property relating to Paradise Lake facilities and projects.

DIRECTORS'
COMMENTS
(Item 12)

Director Kellogg: Commented he appreciates the opportunity he has had to speak with Manager Fortner and discuss ideas.

Director Prevot: Reported attending a portion of the Lake Committee meeting to tour the Water Treatment Plant (WTP) as a private citizen. The WTP staff is very knowledgeable and the tour was informative.

Director Rice: Commented on her participation in a live webinar presented by ACWA regarding the new water conservation laws. A copy of the presentation slides has been printed for each director and information is also available on the District's website.

Director Sulik: Thanked the public for their attendance and acknowledged Director Wentland and his wife for their work on painting the PID commercial building on Clark Road.

President Wentland: Indicated Director Sulik offered assistance on repainting the building and his time is appreciated.

CLOSED SESSION
(Items 13.a.)

President Wentland announced closed session discussion pertaining to agenda item 13.a. As there were no comments regarding this agenda item, the Board adjourned to closed session at 9:00 p.m. regarding the following:

- 13.a. CONFERENCE WITH LABOR NEGOTIATORS (Government Code section 54957.6)
Employee organizations: General Unit represented by I.B.E.W., Local 1245
and management Unit represented by Teamsters, Local 137
PID designated representative: Emily LaMoe

Closed Session Announcement: Direction has been given to the PID designated representative.

CLOSED SESSION
ANNOUNCEMENT

President Wentland reconvened the regular meeting at 9:27 p.m. and provided a closed session announcement regarding agenda item 13.a. as listed above in italicized print.

ADJOURNMENT

It was moved by President Wentland to adjourn the meeting. The regular meeting was adjourned at 9:28 p.m.

Georgeanna Borrayo, Secretary

Daniel Wentland, President