

MINUTES

SPECIAL MEETING BOARD OF DIRECTORS PARADISE IRRIGATION DISTRICT NOVEMBER 19, 2018

The special 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

ALSO PRESENT: Attorney Emily LaMoe and members of the public

Board members reviewed consent calendar items as follows:

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

2.a. Approval of Meeting Agenda Order

2.b. Approval of Invoice: ACWA 2019 Annual Agency Dues

2.c. Approval of Minutes: November 12, 2018 Emergency Meeting

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

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

NOES: None

ABSENT: None

Motion passes 5-0

Ward Habriel commented on the following: 1) Posting the agenda at the Town Hall in downtown Chico; 2) The Paradise Garden Club plans on continuing; 3) Suggested turning the Magalia Dam into four lanes and expanding infrastructure by raising the height and rebuilding Magalia Dam to increase water storage; and 4) Hydrants in Paradise ran out of water as a result of the Camp Fire.

PUBLIC
PARTICIPATION
(Item 3)

Registered Civil Engineer Mark Carey with MC Engineering, Inc. extended an offer of assistance from their firm. MC Engineering assisted the community in Lake County to help with grant funding after the floods.

Adam Stephens inquired about the timeline to be able to use potable water. Manager Fortner indicated the timeframe is somewhat unknown. Realistically, it could be 6 to 12 months before fully potable water is available. The Water Treatment Plant has been pumping water into the system the entire time. As a result of the Camp Fire, the Paradise Irrigation District has issued a boil water notice as a safety precaution as much of the District's water delivery system has been dewatered and there was damage to the membrane of the B Reservoir.

PID Lake Patrolman Greg Dobbs reported Paradise Lake is intact and pristine and commented on the possibility of selling water; i.e. wholesale. Manager Fortner indicated PID's sphere of influence and water rights are limited and this would be a factor for selling water.

DISTRICT
MANAGER'S
REPORT
(Item 4.)

Manager Fortner provided an update on the following:

- 1) CFO Kevin Phillips has been working around the clock to attend meetings for emergency response participants; commended PID staff for their hard work, and we have support from the Board of Directors.
- 2) WTP Maintenance Supervisor Bill Taylor and staff have maintained the distribution of water. Services have been recovered from Skyway to Pearson (Town Hall). Resources are now being rerouted to locate facilities before PG&E reestablishes service. This work is being performed under a Mutual Aid Agreement with Cal Water. Costs will be borne by CalOES, which will pay Cal Water to assist in the location of facilities for PG&E.
- 3) At the Emergency Operations meeting this evening, reports indicate 22,000 people have been repopulated back into the unaffected areas of Magalia and the perimeter.
- 4) IT Consultants have provided office space for PID and set up computers at no cost.
- 5) A challenge will be to bridge the gap of the lost revenue for PID. Customers will come back incrementally. Some customers are paying a sealed meter rate, but eventually, they may pull the meter.
- 6) Tentatively secured Ken Leep with Harris & Associates as a consultant to engage with CalOES.
- 7) It is important to continue efforts to reach out to legislators. Town Manager Lauren Gill and I strategized about developing a unified voice when speaking with legislators. Looking for ten years of revenue replacement; \$100 million dollars of assistance. Repopulation will be a three to five year process.

TREASURER'S
REPORT
(Item 5)

CFO Phillips reported the District is at a crossroads. Expenses remain, but there is no revenue. PID has opportunities to get insurance reimbursement, as well as financial assistance through Cal OES and FEMA and is looking at every option to replace revenue. A lot of decisions will need to be made in the future. Without revenue you cannot entertain improvement projects, so PID needs revenue replacement monies quickly. Projection shows that in six months PID will be out of money. Emergency legislation is necessary to fund the Town and PID. Everyone will need to work together to lobby for funding. Ten years of revenue is necessary to allow for the reestablishment of PID, so that the town can rebuild.

Director Kellogg communicated concerns about having the income to support \$300,000 in payroll and evaluating employee layoffs beginning with mid-management. Recommended holding a future closed session for further discussion with regard to layoffs. Director Kellogg added the Board should waive health benefits and stipends.

A lot of people are hoping to get back into Paradise and need the assurance of water. Following a question raised about assessing the property for fees, staff confirmed policies and procedures do not allow for it. All accounts have been placed in a sealed status, which means the billing will remain in effect at a reduced rate and water will be available to the customer as soon as possible. If a customer pulls their meter, the owner will be responsible to pay the actual cost to reconnect and won't guarantee from the mainline to meter. Recommended further discussion at the next meeting.

Additional comments included: 1) Automated meter reading system – Thousands of dollars in the AMR system that are worthless now and whether PID can return those systems to refund money; 2) Important to involve everyone in discussions to cut costs; and 3) If the Town of Paradise really wants to do a sewer system, PID should be a part of it.

No Board action taken; information item only.

Approval of General Fund Check Numbers 52467 through 52579 for the month of October, 2018 totaling \$595,877.33, exclusive of voided check number 52503, and authorization of a similar amount allowing or adjusting for extraordinary budget or Board approved items during the month of November. *Agenda item tabled until next month.*

APPROVAL OF
CHECKS FOR THE
MONTH OF
OCTOBER, 2018
(Item 6 – Tabled)

Teamsters Local 137 – Contract Ratification (Continued from October 17, 2018 Board of Directors Meeting). Manager Fortner reported Administration recommends that the Board ratify the changes to the Memorandum of Understanding with the Management Unit.

UNFINISHED
BUSINESS:

TEAMSTERS LOCAL
137 – CONTRACT
RATIFICATION
(Item 7.a.)

It was moved by Director Sulik and seconded by Director Rice to ratify Proposed Tentative Agreement between Paradise Irrigation District and Teamsters Union 137, and update the terms of the Agreement in the Rules and Regulations Governing Employment Conditions, Salaries, and Benefits of Employees in the Management Unit effective July 1, 2018 through June 30, 2021.

AYES: Directors Sulik, Rice, Prevot, Kellogg, and Wentland
NOES: None
ABSENT: None

Motion passes 5-0

Assistant District Manager Position Description (Continued from August 15, 2018 Board of Directors Meeting). President Wentland reported the Administration & Personnel Committee met on November 6 to review and discuss the proposed job description for Assistant District Manager for possible reclassification of the Chief Financial Officer to Assistant District Manager. There will be no pay increase for the title change. The committee recommends the change in job title.

ASSISTANT
DISTRICT MANAGER
POSITION
DESCRIPTION
(Item 7.b.)

It was moved by Director Rice and seconded by Director Prevot to authorize approval that Kevin Phillips' job title be changed from Chief Financial Officer to Assistant District Manager.

AYES: Directors Sulik, Rice, Prevot, Kellogg, and Wentland
NOES: None
ABSENT: None

Motion passes 5-0

Manager Fortner recommended joining the California Water/Wastewater Agency Response Network (CalWARN). The mission of the CalWARN Network is to support and promote statewide emergency preparedness, disaster response, and mutual assistance processes for public and private water and wastewater utilities.

NEW BUSINESS:
CALIFORNIA WATER
AGENCY
RESPONSE
NETWORK
MEMBERSHIP
(CalWARN MUTUAL
AID ASSISTANCE
AGREEMENT
APPROVED)
(Item 8.a.)

It was moved by Director Prevot and seconded by Director Rice to authorize the District Manager to join the CalWARN Water/Wastewater Agency Response Network 2007 Omnibus Mutual Assistance Agreement.

AYES: Directors Sulik, Rice, Prevot, Kellogg, and Wentland
NOES: None
ABSENT: None

Motion passes 5-0

It was moved by Director Rice and seconded by President Wentland to adopt Resolution No. 2018-13 authorizing the filing of the grant application, certifying the District has sufficient resources for the project, and designates the District Manager as its authorized representative to execute documents.

FIRE PREVENTION
GRANT
APPLICATION
(Item 8.b.)

CONTINUED –
RES. No. 2018-13
FOR FIRE
PREVENTION
GRANT PROGRAM

AYES: Directors Sulik, Rice, Prevot, Kellogg, and Wentland
NOES: None
ABSENT: None
Motion passes 5-0

BCSDA BYLAWS
AMENDMENT AND
2019 ANNUAL DUES
& CERTIFICATE FOR
LIABILITY
COVERAGE
(Item 8.c.)

Proposed revisions of the current Bylaws of the Butte County Special Districts Association (BCSDA) address the minimum number of meetings held by the Executive Board, quorum of the Executive Board, and methods of communication. Additionally, the BCSDA 2019 annual membership dues are \$25. If the Board wishes to continue membership, the Certificate of Liability Coverage form must be signed and returned with the annual dues.

It was moved by Director Rice and seconded by President Wentland to authorize the District Manager or authorized representative to submit a vote to approve the changes in Bylaws, and to continue membership in the BCSDA for the year 2019 and execute the Certificate of Liability Coverage form on behalf of Paradise Irrigation District.

AYES: Directors Sulik, Rice, Prevot, Kellogg, and Wentland
NOES: None
ABSENT: None
Motion passes 5-0

HARRIS &
ASSOCIATES
APPROVED TO
PROVIDE
CONSULTING
SERVICES
RELATING TO THE
CURRENT
EMERGENCY
CONDITIONS
CAUSED BY THE
CAMP FIRE
(Item 8.d.)

Staff reported Ken Leep with Harris & Associates has been assisting Paradise Irrigation District with CalOES and FEMA related to the current emergency conditions caused by the Camp Fire. Mr. Leep is a retired CalOES official and has assisted PID with identifying contracts and state and federal processes for disaster relief assistance.

It was moved by Director Sulik and seconded by Director Rice to employ Harris & Associates for general services in an amount not to exceed \$20,000 and authorize the District Manager to execute a consultant agreement subject to legal review.

AYES: Directors Sulik, Rice, Prevot, Kellogg, and Wentland
NOES: None
ABSENT: None
Motion passes 5-0

SPECIAL MEETING
DATE SET FOR
DECEMBER 5, 2018
at 6:30 PM

By unanimous support, the Board set a special meeting date on Wednesday, December 5, 2018 at 6:30 p.m. to communicate updates and hold discussion regarding any matters relating to the emergency conditions resulting from the Camp Fire. The location is to be determined.

DIRECTORS'
COMMENTS
(Item 9)

Director Sulik: Thanked the employees for being there for PID and acknowledged this is a hard time.

Director Rice: Expressed appreciation to the employees and commented safety is paramount, and utilizing the proper safety equipment as we continue to work through the assessment process is important.

Director Kellogg: Commented on cooperation of work through staff and liked the ideas from Clint with regard to additional fat to trim.

Director Prevot: Discussed the residency requirement.

President Wentland: A news agency called to inquire about PID's system and he advised that everything is pretty much intact. Staff confirmed PID has begun building up water in the system down Skyway to Pearson Road, but had to pull off to do locates for PG&E.

CONTINUED –
DIRECTORS'
COMMENTS

It was moved by President Wentland to adjourn the meeting. The special meeting was adjourned at 8:40 p.m.

ADJOURNMENT


Georgeanna Borrayo, Secretary


Daniel Wentland, President