

MINUTES

SPECIAL MEETING BOARD OF DIRECTORS PARADISE IRRIGATION DISTRICT NOVEMBER 19, 2020

The special meeting of the Board of Directors of the Paradise Irrigation District was called to order at 7:30 a.m. by President Marc Sulik, followed by a Reflection and the Pledge of Allegiance to the Flag of the United States of America.

OPENING

BOARD MEMBERS
PRESENT: Directors Gregg Mowers, President Marc Sulik and Vice-President Shelby Boston (participating remotely via GoTo Meeting)

ROLL CALL

BOARD MEMBERS
ABSENT: Director Brian Shaw, Division 1
Division 2 Director Seat vacant

STAFF PRESENT: Interim District Manager Tom Lando, Finance & Accounting Manager Ross Gilb, Assistant District Manager Mickey Rich, Office & Customer Service Manager Erin West, T&D Distribution Superintendent Pete Grout, Utility Supervisor Trent Flaherty, Utility Worker Kaylin Trotter, and Secretary Georgeanna Borrayo

ALSO PRESENT: Consultants Sami Kader and Colleen Boak with Water Works Engineers, and director-elect members Dan Hansen & Alan Hinman

President Sulik announced due to risks associated with COVID-19, community members may fully participate in the meeting via Email and Facebook Livestream. Online participants must post their comments regarding items not on the agenda on the Livestream thread by 7:40 a.m. at which time public comments will be read to the Board members. Public comment regarding agenda items will be read directly after the agenda item and before the Board votes on an item. The Board will begin discussion on agenda items until 7:40 a.m. at which time the Board will hear public comments submitted.

Board members reviewed consent calendar items as follows:

- 2.a. Approval of Meeting Agenda Order
- 2.b. Approval of Minutes: Special Meeting of October 14, 2020
Regular Meeting of October 21, 2020
Special Meeting of October 30, 2020

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

It was moved by Director Boston and seconded by Director Mowers to approve the Consent Calendar as presented.

AYES: Directors Boston, Mowers, and Sulik
NOES: None
ABSENT: Director Brian Shaw + Division 2 Director Seat currently vacant

Motion passes 3-0

Board members reviewed written Staff Reports provided in the agenda packet. Interim District Manager Tom Lando provided additional updates regarding the following: 1) PG&E Miocene Canal; 2) Sustainability Study, and 3) Staff will be working with Water Works Engineering to draft an update to the District's Urban Water Management Plan.

DISTRICT
MANAGER &
STAFF REPORT
UPDATES

PUBLIC
PARTICIPATION
(Item 3)

At 7:40 a.m., President Sulik opened the public participation portion of the meeting. Staff confirmed no comments have been received.

WATER SUPPLY
RECOVERY
PROGRAM UPDATE
(Item 4)

Consultants Sami Kader and Colleen Boak with Water Works Engineers provided an informational update on the PID Water Supply Recovery Program.

Standing Structure & Main Testing and Clearing Program: Dead end main clearing continues. Water Quality Assurance Monitoring is in progress with no further MCL exceedances of any fire related VOCs. Data is now available on the PID website for this program for all customers to see and use.

Service Lateral Replacement Program: The District is caught up with demand for service lateral replacement and is planning to extend the contract with Sutton for approximately three months into 2021 to continue to keep up with demand. During this time, the District will be advertising a new service lateral replacement contract for open competition. This will be on the December Board Agenda.

Meter Replacement Program: The District is in the final phases of contracting with Zenner USA for meter purchase. The meter replacement construction contract is in the final phases of development. The following three topics will require Board consideration and direction:

- Meter Locations –Surviving structures and rebuilds will have meters installed. Identify whether Interim Water Service customers should be metered and if so, should all of them be included, or only those with temporary housing permits.
- Determine which customers should have backflow preventers installed under the meter replacement project.
- Activation sequence for the meters and billing considerations.

Director Boston indicated the Ad Hoc Customer Recovery Support Committee was in favor of recommending the current interim backflow policy be extended for 3 months and felt every connection should have a reduced pressure principle assembly (RP) device. The Committee also discussed the meter replacement program including installation of RP's for all meters installed, regardless of service type. Staff and Committee will be working on a final policy revision to bring to the Board for review.

Project 4 – Reservoir B Replacement: The District received notification Cal OES has endorsed the District's version request letter to FEMA and recommended FEMA fund the Reservoir B Project. Cal OES has given FEMA a 60 day window to reply to this request.

Information items only; no Board action taken.

DISTRICT
ENGINEERING
REPORT
(Item 6)

Engineering consultants Sami Kader and Colleen Boak provided an informational summary regarding the status of engineering support services to the Paradise Irrigation District, as well as budget information regarding project expenditures and projections.
Information item only; no Board action taken.

TREASURER'S
REPORT ACCEPTED
FOR PERIOD
ENDING 10/31/2020
(Item 7.a.)

Board members reviewed a written Treasurer's Report from Finance & Accounting Manager Ross Gilb for the period ending October 31, 2020 highlighting the District's cash position, debt service analysis, operational overview, and recovery funding. During the month of October 2020, the District received \$423,923 in FEMA/CalOES reimbursements relating to costs incurred for emergency response efforts from the date of the Camp Fire through November 12, 2019.

It was moved by Director Mowers and seconded by Director Boston to accept the Treasurer's Report for the period ending October 31, 2020 as presented.

CONTINUED:
TREASURER'S
REPORT
ACCEPTED

AYES: Directors Boston, Mowers, and Sulik
NOES: None
ABSENT: Director Shaw + Division 2 Director seat currently vacant

Motion passes 3-0

The Board reviewed a written Treasure's Report

Members of the Board reviewed accounts payable expense reports for the month of October 2020. It was moved by Director Mowers and seconded by Director Boston to approve General Fund Check Numbers 55410 through 55559 for the month of October 2020 totaling \$1,317,138.28, exclusive of voided check numbers 55444, 55454, 55457, 55458, 55494, 55556, and 55557, and authorization of a similar amount allowing or adjusting for extraordinary budget or Board approved items during the month of November.

APPROVAL OF
EXPENSE REPORT
FOR THE MONTH
OF OCTOBER 2020
(Item 7.b.)

AYES: Directors Boston, Mowers, and Sulik
NOES: None
ABSENT: Director Shaw + Division 2 Director seat currently vacant

Motion passes 3-0

Attorney Emily LaMoe indicated there is no legal report update for open session this evening.

LEGAL REPORT
(Item 8.)

Ad Hoc Customer Recovery Support Committee: The Committee met on November 18th to review and discuss the District's Discontinuance Policy, and Interim water backflow device issues. Staff and Committee members will be working on final policy recommendation to bring forward at the next Board meeting for consideration.

COMMITTEE
REPORTS
(Item 9.a.&b.)

Community Relations Committee: At a meeting held on November 9th discussion included an update on current activities and opportunities for shared community messaging with the Town of Paradise and other community agencies. Additionally, the Committee is working with Cedar Creek Publishing regarding a customer service assessment and development of the District's water quality campaign.

Manager Tom Lando reported with Jim Ladrini leaving and Pete Grout taking over those duties, it would be beneficial to hire a consultant to provide safety and operations consulting services on a short-term basis (two to four weeks) to assist with a smooth transition. Following an advertisement seeking Requests for Qualifications, one response was received from Keith O'Brien.

UNFINISHED
BUSINESS:

SHORT-TERM
CONSULTING
SERVICES –
SAFETY &
OPERATIONS
(Item 10.a.)

It was moved by Director Boston and seconded by Director Mowers to authorize a short-term contract with Keith O'Brien to provide safety and operation training consulting services in an amount not to exceed \$17,00 and authorize the Interim District Manager to execute an agreement for this contract assignment.

AYES: Directors Boston, Mowers, and Sulik
NOES: None
ABSENT: Director Shaw + Division 2 Director seat currently vacant

Motion passes 3-0

NEW BUSINESS:

IBEW LOCAL 1245
CONTRACT
RATIFICATION
APPROVED
EFFECTIVE
JULY 1, 2020
THROUGH
JUNE 30, 2022
(Item 11.a.)

Interim Manager Tom Lando confirmed at a meeting of employees in the general unit represented by IBEW Local 1245, a vote of the General Unit was conducted On October 29, 2020, resulting in the proposed Tentative Agreement between PID and IBEW Local Union 1245.

It was moved by Director Mowers and seconded by Director Boston to ratify the proposed Tentative Agreement between Paradise Irrigation District and IBEW Local Union 1245 and update the terms of the agreement in the Rules and Regulations Governing Employment Conditions, Salaries, and Benefits for Employees of the Paradise Irrigation District General Unit effective July 1, 2020 through June 30, 2022.

AYES: Directors Boston, Mowers, and Sulik
NOES: None
ABSENT: Director Shaw + Division 2 Director seat currently vacant
Motion passes 3-0

SPECIAL BOARD
MEETING
SCHEDULED
DECEMBER 7, 2020
AT 7:30 AM
(Item 11.b.)

Interim Manager Tom Lando indicated the District's Legal Counsel has suggested a closed session relating to ongoing litigation. In addition, discussion regarding the employment process for the District Manager position may be reviewed with the new Board members.

It was moved by Director Mowers and seconded by Director Boston to set a special meeting date on Monday, December 7, 2020 at 7:30 a.m.

AYES: Directors Boston, Mowers, and Sulik
NOES: None
ABSENT: Director Shaw + Division 2 Director seat currently vacant
Motion passes 3-0

WORK PLANNING
SESSION:
INTRODUCTION &
GENERAL
OVERVIEW OF
BUDGET (Item 12.a.)

Finance & Accounting Manager Ross Gilb provided an introduction and general overview of the Budget adopted by the Board of Directors on July 15, 2020 for Fiscal Year 2020-2021. In addition to outlining the District's financial summary, an update on recovery related expenditures incurred during FY 2018/19, FY 2019/20, and planned future recovery efforts was reviewed with members of the Board and director-elect members. **Information item only; no Board action taken.**

ORGANIZATION
STRUCTURE
DISCUSSION
(Item 12.b.)

In a memo to the Board, Interim Manager Tom Lando indicated the Paradise Irrigation District has been operating under an organizational structure which served the District well under pre-Camp Fire conditions. Following the Camp Fire, District staff has assumed much greater responsibility and roles and thus, the District's Management Team has discussed various organizational formats to achieve staffing needs based on the District's budget. Board members discussed proposed organization and staffing changes with staff and acknowledged it will be necessary to fully review proposed revisions to job descriptions before presenting to the full Board for a decision. **Information item only; no Board action taken.**

DIRECTOR
COMMENTS
(Item 13)

Director Mowers: Commented that due to the Camp Fire, many people now have resume bullets they never imagined and expressed appreciation to each person who has filled those positions to keep the District running. He further thanked the Board for appointing him to serve with them and wishes each Board member and the District good will toward the recovery still to come.

Director Boston: Echoed Director Mowers comments and suggested having the department updates separated out on the Agenda. Director Mowers will be missed as a member of the Board and she wishes good things for him in the future, and is looking

CONTINUED –
DIRECTOR
COMMENTS

forward to having a full Board once again and continuing the good work that the Board members and employees have been doing.

Director Sulik: Thanked Alan Hinman and Dan Hansen for stepping up to run for the PID Board and expressed appreciation to Director Mowers for his work on the Board and appreciation to staff for their efforts.

CLOSED SESSION
(Item 14.a., 14.b. &
14.c.)

President Sulik announced the Board will adjourn to closed session to discuss Agenda items 14.a., 14.b. & 14.c. As there were no public comments, the Board adjourned to closed session at 9:24 p.m. to discuss the following:

- 14.a. PUBLIC EMPLOYMENT (California Government Code section 54957(b) (1)).
Title: Distribution Superintendent

Closed Session Announcement: Direction given to the Interim District Manager.

- 14.b. PUBLIC EMPLOYMENT (California Government Code section 54957 (b) (1)).
Title: Assistant Distribution Superintendent

Closed Session Announcement: Direction given to the Interim District Manager.

- 14.c. PUBLIC EMPLOYMENT (California Government Code section 54957 (b) (1)).
Title: Temporary Project Coordinator

Closed Session Announcement: Direction given to the Interim District Manager.

CLOSED SESSION
ANNOUNCEMENT
(Item 15)

President Sulik reconvened the special meeting at 9:31 p.m. and provided closed session announcement information regarding agenda items 14.a., 14.b., and 14.c. as listed in italicized print under each closed session item above.

ADJOURNMENT

It was moved by President Sulik to adjourn the meeting. The special meeting was adjourned at 9:32 p.m.


Georgeanna Borrayo, Secretary


Marc Sulik, President