

MINUTES  
REGULAR MEETING  
BOARD OF DIRECTORS  
PARADISE IRRIGATION DISTRICT  
APRIL 21, 2021

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

OPENING

BOARD MEMBERS PRESENT: Directors Alan Hinman, Marc Sulik, Brian Shaw, Vice-President Dan Hansen, and President Shelby Boston

ROLL CALL

BOARD MEMBERS ABSENT: None

STAFF PRESENT: District Manager Tom Lando, Assistant District Manager Mickey Rich, Finance & Accounting Manager Ross Gilb, Accounting Technician Miranda Hillskemper, and Secretary Georgeanna Borrayo

ALSO PRESENT: Consultants Sami Kader and Colleen Boak with Water Works Engineers. Participating remotely via Zoom: PID Legal Counsel Emily LaMoe and Director Tom Cuquet, JPIA Executive Committee.

President Boston announced the Board will adjourn to closed session to discuss agenda item 3.a. and 3.b. Following an opportunity for public comment, the Board adjourned to closed session at 6:32 p.m. to discuss the following:

CLOSED SESSION:

3.a. CONFERENCE WITH LABOR NEGOTIATORS: Conference with Labor Negotiator Emily LaMoe regarding Unrepresented Position, District Manager (California Government Code § 54957.6).

CONFERENCE  
WITH LABOR  
NEGOTIATOR  
(Government Code  
Section 54957.6)  
(Item 3.a. & 3.b.)

3.b. CONFERENCE WITH LABOR NEGOTIATORS: Conference with Labor Negotiator Tom Lando regarding Unrepresented Position, Assistant District Manager (California Government Code § 54976.6).

President Boston reconvened the regular meeting at 7:26 p.m. and announced direction has been given to labor negotiators regarding agenda items 3.a. & 3.b. above.

CLOSED SESSION  
ANNOUNCEMENT  
(Item 4)

President Boston provided a Reflection expressing appreciation to staff in honor of Administrative Professionals Day and commented on the Alliance for Workforce Development (AFWD) write-up and the AFWD workers who have assisted PID with the recovery efforts.

REFLECTION

There were no public comments received pertaining to matters not scheduled on the agenda.

PUBLIC  
PARTICIPATION

Board members reviewed consent calendar items as follows:

- 5.a. Approval of Meeting Agenda Order
- 5.b. Approval of Minutes: Special meeting of March 11, 2021, March 12, 2021, March 30, 2021, April 12, 2021, and the regularly scheduled meeting of March 17, 2021.

APPROVAL OF  
CONSENT  
CALENDAR  
(Item 5.a. to 5.c.)

CONTINUED –  
APPROVAL OF  
CONSENT  
CALENDAR

5.c. Acceptance of Department of Water Resources Invoice: Annual Dam Fees for FY 2021/2022 for Magalia & Paradise Dams.

It was moved by Director Sulik and seconded by Director Hansen to approve the consent calendar as presented.

AYES: Directors Hinman, Hansen, Sulik, Shaw, and Boston  
NOES: None  
ABSENT: None

**Motion passes 5-0**

PRESENTATION:  
ACWA JPIA RATE  
STABILIZATION  
FUND  
(Item 6.)

Director Tom Cuquet, JPIA Executive Committee Vice-Chairman, highlighted the refund check issued to Paradise Irrigation District under the Association of California Water Agencies Joint Powers Insurance Authority (ACWA JPIA) Rate Stabilization Fund. The program adjustments are Retrospective Premium Adjustments for the pooled programs - Liability, Property and Workers' Compensation. **Informational item only; no Board action taken.**

ACCEPTANCE OF  
TREASURER'S  
REPORT FOR  
PERIOD ENDING  
MARCH 31, 2021  
(Item 7.a.)

Board members reviewed a written Treasurer's Report from Finance & Accounting Manager Ross Gilb for the period ending March 31, 2021 highlighting the District's cash position, debt service analysis, operational overview, and recovery funding.

It was moved by Director Shaw and seconded by Director Hinman to accept the Treasurer's Report for the period ending March 31, 2021.

AYES: Directors Hinman, Hansen, Sulik, Shaw, and Boston  
NOES: None  
ABSENT: None

**Motion passes 5-0**

EXPENSE  
APPROVAL  
REPORT  
(Item 7.b.)

Board members reviewed accounts payable expense reports for the month of March 2021. It was moved by Director Shaw and seconded by Director Hansen to approve General Fund check numbers 56027 through 56156 for the month of March 2021 totaling \$1,345,499.58, exclusive of voided check numbers 56048, 56049, and 56121, and authorization of a similar amount allowing or adjusting for extraordinary budget or Board approved items during the month of April 2021.

AYES: Directors Hinman, Hansen, Sulik, Shaw, and Boston  
NOES: None  
ABSENT: None

**Motion passes 5-0**

QUARTERLY  
INVESTMENT  
REPORT  
THROUGH THE  
PERIOD ENDING  
MARCH 31, 2021  
ACCEPTED  
(Item 7.c.)

Finance & Accounting Manager Ross Gilb highlighted cash and investment information as of March 31, 2021, reporting the District has \$12,426,362 in cash and investments. Total year-to-date investment earnings for the fiscal year ending June 30, 2021 is \$73,655. Manager Gilb explained that investments of the District must be made within the requirements of the California Investment Code and also meet compliance with all aspects of Paradise Irrigation District's investment policy.

It was moved by Director Hinman and seconded by Director Sulik to accept the Investment Report through the period January 1 through March 31, 2021.

AYES: Directors Hinman, Hansen, Sulik, Shaw, and Boston  
NOES: None  
ABSENT: None

**Motion passes 5-0**



Board members received staff report updates from Customer Service, Field Operations, and the Water Treatment Plant. District Manager Tom Lando provided additional updates reporting: 1) Earlier today the Governor released a state of emergency proclamation for drought and 2) Discussion with the Butte Local Agency Formation Commission about completing a Municipal Services Review update.

DISTRICT  
MANAGER AND  
STAFF/ENGINEER-  
ING REPORT  
UPDATES  
(Item 8)

Engineering Consultants Sami Kader and Colleen Boak with Water Works Engineers highlighted information presented in reports included in the Board Packet regarding the Water Supply Recovery Program and status of engineering support services to the Paradise Irrigation District. Water Works commented on an additional summary timeline of the grant application process for the Reservoir B Replacement Project. On April 14, the District was informed that Senators LaMalfa and Feinstein staffs would be meeting with FEMA representatives on April 15 to discuss the project and communicate support in accelerating FEMA's timeline in favor of approval as soon as possible.

An overview of information highlighted under the Engineering Services update includes a Leak Detection Executive Summary. Nearly 173 miles of transmission and distribution water mains were surveyed by Utility Services Associates. Based on findings, overall current water loss in the PID system is approximately 23%. Industry standard is between 5-10%. Pre-fire, the District's previous water loss findings were in this range. Discussion with staff will occur over the next month regarding what this represents in quantity of work and cost. ***Informational updates only; no Board action taken.***

There is no information to report this evening for open session.

LEGAL REPORT  
(Item 9)

Administration & Personnel Committee: Directors Hinman and Hansen indicated there is no information to report this evening.

COMMITTEE  
REPORTS  
(Item 10.a. & b.)

Ad Hoc Customer Recovery Support Committee: Directors Boston and Shaw reported items reviewed at the committee meeting are on the agenda for discussion this evening. Appreciation was expressed to members of the community who regularly participate and provide input.

Staff provided background information regarding the Disconnect Policy, reporting directly after the 2018 Camp Fire, the Board voted to temporarily amend the disconnect policy to include a maximum cost to reconnect of \$500.00 based on labor, equipment, and material cost to reconnect which would expire December 31, 2020. The Board extended the policy through March 31, 2021.

UNFINISHED  
BUSINESS:

RECONSIDER  
REVISION TO  
POLICY &  
PROCEDURES,  
CHAPTER 7.7.3  
DISCONTINUED  
SERVICE  
(Item 11.a.)

The Board approved a recent change to the disconnect policy on March 17, 2021 to not retain capacity for disconnected accounts which would mean a customer returning to the District would be subject to the same costs, policies, and procedures as a new connect. Staff emphasized the March 17<sup>th</sup> amendment has not been implemented.

At a special meeting of the Board of Directors on March 30, 2021 the disconnect policy was revisited for further discussion. The Board unanimously voted to extend the existing policy for an additional 90 days and refer this item back to the Ad Hoc Customer Recovery Support Committee for further review and consideration of options.

Staff reported that based on customer feedback and information that many residents are still uncertain about their rebuilding plans, the Ad Hoc Customer Recovery Support Committee has evaluated additional alternatives. The committee recommends a new policy which would allow customers who disconnected service due to the 2018 Camp Fire, to reconnect service for a flat fee of \$750.00.

CONTINUED:  
CHAPTER 7.7.3  
DISCONTINUED  
SERVICE

Board members provided direction to staff to bring this item back to the board at the May meeting with the recommended proposed policy amendment, as well as a draft letter to property owners communicating new information regarding the discontinued service policy that will affect future water service for properties not currently receiving water.

NEW BUSINESS:

PART-TIME  
FINANCE &  
ACCOUNTING  
ADVISOR  
(Item 12.a.)

Staff reported Ross Gilb has served as the Finance and Accounting Manager for the District and has submitted his resignation from full-time employment with the District effective April 7, 2021. It is recommended the Board approve an Employment Agreement with Ross Gilb as Part-Time Finance and Accounting Advisor to provide assistance on a limited, part-time basis while the District searches for and hires a replacement Finance & Accounting Manager.

It was moved by Director Shaw and seconded by Director Hinman to authorize approval of the Part-Time Finance and Accounting Advisor Employment Agreement with Ross Gilb on a limited, part-time basis.

AYES: Directors Hinman, Hansen, Sulik, Shaw, and Boston

NOES: None

ABSENT: None

**Motion passes 5-0**

EMPLOYMENT  
AGREEMENT WITH  
TOM LANDO  
APPROVED FOR  
THE POSITION OF  
DISTRICT  
MANAGER  
(Item 12.b.)

President Boston announced the Board will consider terms and conditions of an employment agreement with Tom Lando. The Board of Directors is recommending approval of the District Manager's agreement with an annual salary of \$162,000, payable in installments at the same time as the other employees of the District are paid and subject to customary withholding. District Manager will receive holidays and sick leave offered to other District employees and fifteen (15) days of vacation leave annually. The District shall provide employee with \$500 as a monthly automobile allowance for use of own automobile.

Following an opportunity for questions and comments by members of the Board and the public, it was moved by President Boston and seconded by Director Sulik to approve the Employment Agreement with Tom Lando for the position of District Manager with the terms as stipulated above.

AYES: Directors Hinman, Hansen, Sulik, Shaw, and Boston

NOES: None

ABSENT: None

**Motion passes 5-0**

EMPLOYMENT  
AGREEMENT WITH  
MICKEY RICH  
APPROVED FOR  
THE POSITION OF  
ASSISTANT  
DISTRICT  
MANAGER  
(Item 12.c.)

District Manager Tom Lando indicated it is his recommendation the Board of Directors appoint Mickey Rich as Assistant District Manager and modify the agreement to amend the monthly automobile allowance from \$500 to \$300.

President Boston reported the Board will consider terms and conditions of an employment agreement with Mickey Rich. The Board of Directors is recommending approval of the Assistant District Manager's agreement with a salary of \$100,000 per annum, payable in installments at the same time as the other employees of the District are paid and subject to customary withholding. The Assistant District Manager will receive the same benefits as provided to the District's management employees which includes holidays, sick leave, vacation leave, retirement benefits and payments, and health insurance, vision insurance, dental insurance, disability insurance, and life insurance. The District shall provide employee with \$300 as a monthly automobile allowance for use of own automobile.



Following an opportunity for questions and comments by members of the Board and the public, it was moved by President Boston and seconded by Director Shaw to approve the Employment Agreement with Mickey Rich for the position of Assistant District Manager with the recommended change to \$300 as a monthly automobile allowance.

AYES: Directors Hinman, Hansen, Sulik, Shaw, and Boston

NOES: None

ABSENT: None

**Motion passes 5-0**

Consultant Colleen Boak with Water Works Engineers reported PID received five proposals in response to the Request for Proposals circulated on February 25, 2021 for construction services to assist the District with the installation of a new subsurface water main along Almond Street in Paradise, as well as reestablishing services to adjacent properties.

It was moved by Director Hinman and seconded by Director Shaw to accept the bid from Santos Excavating, Inc. for a not-to-exceed cost of \$595,640.00 and authorize the District Manager to execute the construction agreement for the District. Additionally, authorize a 10% (60,000) contingency budget for the project at the discretion of the District Manager.

AYES: Directors Hinman, Hansen, Sulik, Shaw, and Boston

NOES: None

ABSENT: None

**Motion passes 5-0**

Staff reported the District is required to have an engineer perform an annual evaluation of the safety of the dams and report their findings to the State Department of Safety of Dams (DSOD).

It was moved by Director Shaw and seconded by Director Sulik to authorize acceptance of the proposal from Genterra Consultants, Inc. to perform Dam Safety Field Evaluations at Magalia Dam and Paradise Dam for the calendar years 2021 through 2023 for a cost not-to-exceed \$77,103.00.

AYES: Directors Hinman, Hansen, Sulik, Shaw, and Boston

NOES: None

ABSENT: None

**Motion passes 5-0**

Staff indicated the Butte Local Agency Formation Commission (LAFCO) is holding an election for a Special District Regular "Non-Enterprise" Member and a Special District Alternate "Enterprise/Non-Enterprise" Member. In order for the election to be valid, a quorum of 21 districts must complete and return their ballots.

It was moved by Director Sulik and seconded by Director Hinman to nominate Al McGreehan for the Special District Regular "Non-Enterprise" Member position and Bruce Wristen for the Special District Alternate "Enterprise/Non-Enterprise" Member position and authorize certification and submittal of the 2021 Election Ballot to Butte LAFCO.

AYES: Directors Hinman, Hansen, Sulik, Shaw, and Boston

NOES: None

ABSENT: None

**Motion passes 5-0**

CONTINUED –  
EMPLOYMENT  
AGREEMENT WITH  
MICKEY RICH  
APPROVED FOR  
THE POSITION OF  
ASSISTANT  
DISTRICT MANAGER

PID ALMOND  
STREET MAIN  
REPLACEMENT  
PROJECT  
AWARD OF  
CONSTRUCTION  
CONTRACT TO  
SANTOS  
EXCAVATING, INC.  
(Item 12.c.)

ANNUAL DAM  
SURVEILLANCE –  
CALENDAR YEARS  
2021 THROUGH  
2023  
(Item 12.d.)

BUTTE LAFCO –  
2021 ELECTION  
BALLOT  
(Item 12.e.)

RESOLUTION NO.  
2021-04 ADOPTED  
DECLARING 2008  
FORD RANGER  
TRUCK (UNIT NO.  
182) AS SURPLUS  
PROPERTY  
(Item 12.g.)

Staff reported on March 5, 2021, a vehicle incident occurred resulting in damage to the District's 2008 Ford Ranger Extended Cab truck, VIN No. 1FTYR14D48BP01749 (Unit No. 182). ACWA Joint Powers Insurance Authority has deemed the vehicle a total loss.

It was moved by Director Shaw and seconded by Director Hansen to adopt Resolution No. 2021-04 declaring the 2008 Ford Ranger Extended Cab Truck (Unit No. 182) damaged and no longer necessary for District purposes and authorize disposal of property in the most cost effective and practical manner.

AYES: Directors Hinman, Hansen, Sulik, Shaw, and Boston

NOES: None

ABSENT: None

**Motion passes 5-0**

DIRECTORS'  
COMMENTS

Director Hansen: Acknowledged staff members for stepping in to fill some new roles and thanked Ross Gilb and Water Works Engineers for their service.

Director Sulik: Expressed appreciation to office staff for their work and keeping a positive attitude.

Director Hinman: Commented the Board of Directors is appreciative of PID staff and commended Miranda Hillskemper on her customer service update to the Board.

CLOSED SESSION  
DISCUSSION  
(Items 14.a. – 14.e.)

President Boston announced the Board will adjourn to closed session to discuss agenda items 14.a. through 14.e. As there were no questions or comments, the Board adjourned to closed session at 9:10 p.m. to discuss the following:

- a. REAL PROPERTY NEGOTIATIONS (California Government Code section 54956.8)  
Property subject to negotiations: Paradise Irrigation District Water Assets  
District Negotiator: Tom Lando, District Manager  
Other Party: PERENFRA.MISYSTEMS LLC  
Under Negotiation: District negotiators will be given direction regarding potential interest in real property negotiations relating to an indication of interest to enter into a partnership agreement relating to interests in real property.

*Closed Session Announcement: Direction has been given to the District Negotiator.*

- b. REAL PROPERTY NEGOTIATIONS (California Government Code section 54956.8)  
Property subject to negotiations: PG&E Miocene Canal  
District Negotiators: Tom Lando, District Manager  
Other Party: Pacific Gas & Electric Company  
Under Negotiation: District negotiators will be given direction regarding price and terms relating to potential interest in real estate negotiations for the purchase of real property or interests in real property.

*Closed Session Announcement: Direction has been given to the District Negotiator.*

- c. REAL PROPERTY NEGOTIATIONS (California Government Code section 54956.8)  
Property subject to negotiations: Proposed Tuscan Ridge Water and Sewer Systems  
District Negotiators: Tom Lando, District Manager  
Other Party: Mo West  
Under Negotiation: District negotiators will be given direction regarding potential interest in negotiations relating to the proposed Tuscan Ridge Water and Sewer Systems infrastructure.

*Closed Session Announcement: Direction has been given to the District Negotiator.*

- d. CONFERENCE WITH LABOR NEGOTIATORS (Government Code section 54957.6):  
PID Labor Negotiator Representative: Tom Lando, Interim District Manager  
Employee Organization: Management Unit represented by Teamsters Local 137

CONTINUED –  
CLOSED SESSION  
DISCUSSION

*Closed Session Announcement: Direction has been given to the District's Labor Negotiator.*

- e. CONFERENCE WITH LABOR NEGOTIATORS: Conference with PID Labor Negotiator Representative Tom Lando regarding Unrepresented Position, Finance & Accounting Manager (California Government Code section 54957.6).

*Closed Session Announcement: Direction has been given to the District's Labor Negotiator.*

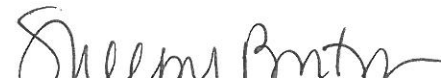
President Boston reconvened the regular meeting at 9:25 p.m. and provided closed session announcement information regarding agenda items 14.a. through 14.e. as listed in italicized print under each closed session item above.

CLOSED SESSION  
ANNOUNCEMENT

There being no further business, it was moved by President Boston to adjourn the meeting. The regular meeting of the PID Board of Directors was adjourned at 9:26 p.m.

ADJOURNMENT  
OF MEETING

  
Georgeanna Borrayo, Secretary

  
Shelby Boston, President