

NEVADA IRRIGATION DISTRICT

BOARD OF DIRECTORS

MINUTES

July 12, 2023

The Board of Directors of the Nevada Irrigation District convened in regular session at the District's main office located at 1036 W. Main Street, Grass Valley, on the 12th day of July 2023, at 9 a.m.

Present were Karen Hull, President (Division III) and Rich Johansen, Vice President (Division V), and Directors Ricki Heck (Division I); Chris Bierwagen, (Division II); and Trevor Caulder (Division IV).

Staff members present included Greg Jones, Assistant General Manager; Doug Roderick, Director of Engineering; Chip Close, Director of Water Operations; Steve Prosser, Director of Maintenance; Sandra Dunlap, Director of Finance; Monica Reyes, Director of Recreation; Naomi Schmitt, Director of Human Resources; Dustin Cooper, District Counsel; and Kris Stepanian, Board Secretary.

STANDING ORDERS

- Call to Order: President Hull called the meeting to order
- President Hull led the Pledge of Allegiance
- Roll Call: 5 Members Present

PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

- None

SPECIAL ORDERS

RECOGNITION OF EMPLOYEES – Presentation of Service Awards

Greg Jones, Assistant General Manager, presented Service Awards, recognizing the following employees for their years of service:

<b>Employee</b>	<b>Title</b>	<b>Hire Date</b>
<b><u>10 Years</u></b>		
Alex Ramirez	Utility Worker I	02/25/2013
Troy Gomes	Hydraulic Technician I	02/04/2013
<b><u>15 Years</u></b>		
Frank Reina	Water Distribution Operator II	06/02/2008
Tim Rowe	Maintenance Supervisor	01/07/2008

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<b>Employee</b>	<b>Title</b>	<b>Hire Date</b>
<b><u>20 Years</u></b>		
Chad Smith	Hydroelectric Maintenance Technician II	06/23/2003
Chris Thompson	Senior Utility Worker	06/16/2003
Nathan Wasley	Water Superintendent	06/16/2003
Sam Beaver	Water Distribution Supervisor	01/06/2003
Shad Chittock	Treated Water Superintendent	01/21/2003

### **CONSENT AGENDA**

President Hull pulled the following item from the Consent Agenda for discussion at the request of Director Caulder:

- 4D - Purchase of a Mini Excavator
- 4E - North Auburn Water Treatment Plant Upgrades Project Construction Contract

Public Comment: None

**Director Johansen motioned for approval of the Consent Agenda, excluding Items 4D and 4E. Director Heck seconded the motion, and it was unanimously approved.**

The following Consent Agenda items were approved:

#### **MINUTES OF THE SPECIAL MEETING ON JUNE 27, 2023**

**M/S/C Johansen/Heck, unanimously approved.**

#### **MINUTES OF THE REGULAR MEETING ON JUNE 28, 2023**

**M/S/C Johansen/Heck, unanimously approved.**

#### **MODIFICATION OF POSITION CLASSIFICATION FOR THE SAFETY DEPARTMENT**

**Approved proposed position description and classification adjustment for the Safety Analyst I/II. M/S/C Johansen/Heck, unanimously approved.**

#### **WARRANTS, PROJECT AND FACILITY REPORT, AND INVESTMENT REPORT**

**Ratified the issuance of warrants by receiving and filing the check registers, the Project and Facility Report, and the Investment Transaction Report for the period June 17, 2023 through June 30, 2023. M/S/C Johansen/Heck, unanimously approved.**

Item pulled from the Consent Agenda for discussion:

#### **PURCHASE OF A MINI EXCAVATOR**

Board discussion ensued regarding the purpose of the proposed purchase and if it was included in the approved 2023 capital improvement projects.

Public Comment: None

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Director Johansen made a motion to approve the purchase of one new 2023 E50 R2-Series Bobcat Compact Excavator with masticator attachment in the amount of \$106,447.79 from Bobcat of Grass Valley and to authorize the General Manager to execute the appropriate documents. Director Heck seconded the motion. Motion passed on the following roll-call vote:

Heck, Division 1	Aye
Bierwagen, Division 2	Aye
Hull, Division 3	Aye
Caulder, Division 4	No
Johansen, Division 5	Aye

NORTH AUBURN WATER TREATMENT PLANT UPGRADES PROJECT (#2376)  
CONSTRUCTION CONTRACT

Doug Roderick, Director of Engineering, presented the item.

Board discussion ensued regarding capital improvement projects, phases and timing of the project, revenue per connection, savings, cost and cost benefits, useful life, who benefits from upgrades, life expectancy, rate study, electrical work, and new control room.

Public Comment: None

**Awarded a construction contract with C&D Contractors for construction of the North Auburn Water Treatment Plant Upgrades Project in the amount of \$2,075,740.00, with a contingency of \$200,000.00, and authorize the General Manager to execute the appropriate documents. M/S/C Caulder/Johansen, unanimously approved.**

WORKSHOP ITEMS

DISTRICT POLICY 11130 - FINANCIAL CLOSE WORKSHOP

Sandra Dunlop, Director of Finance, presented the item.

Discuss and provide direction to establish new District Policy 11130 - Financial Close

Public Comment: None

Board discussion ensued regarding deadlines, past audit completion delays, timing, impacts to staff by monthly reconciling, increased workload, temporary help, regular updates to the Board, and benefits of monthly reconciling for the District and the public. The Board directed staff to bring the item back for consideration of approval at an upcoming meeting.

GENERAL MANAGER'S REPORT

Greg Jones, Assistant General Manager, reported on the following items:

- Fire restrictions at District campgrounds to be announced soon

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BOARD OF DIRECTORS' ITEMS / REPORTS

Director Bierwagen, Division II, reported on the following items:

- Hosted the recent Nevada County Farm Bureau picnic at his farm

Director Caulder, Division IV, reported on the following items:

- Attended an event at Pine Valley Ranch in Auburn, invited by SARSAS (Save Auburn Ravine Salmon and Steelhead) and Friends of the Bear River

Director Johansen, Division V, reported on the following items:

- Attended the Nevada County Farm Bureau picnic
- Taking Ag Pass Program course that allows farmers/ranchers entrance to property in the event of fire, and inquired if the District has a similar accessibility agreement in place
- Commented on hydroelectric power generation and bitcoin generator

Director Heck, Division I, reported on the following items:

- Attended the Nevada County Farm Bureau picnic and thanked Director Bierwagen for hosting the event
- Met with camp host at Cascade Shores and provided positive feedback
- Commented on The Union announcement regarding Jennifer Hanson, General Manager, being the guest speaker for the Nevada County Community Forum on July 21<sup>st</sup> at the Sierra College Nevada County Campus

Director Hull, Division III, reported on the following items:

- No update, as she has been in Wyoming

MEETING ADJOURNED at 10:13 a.m., to reconvene in regular session on Wednesday, July 26, 2023, at 9:00 a.m. at the District's Business Center located at 1036 West Main Street, Grass Valley, California.

Submitted By



Kris Stepanian, Board Secretary