

NEVADA IRRIGATION DISTRICT

BOARD OF DIRECTORS

MINUTES

June 28, 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 28th day of June 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 Jennifer Hanson, General Manager; Greg Jones, Assistant General Manager; Doug Roderick, Director of Engineering; Chip Close, Director of Water Operations; Keane Sommers, Director of Power Systems; 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

**CONSENT AGENDA**

Public Comment: None

MINUTES OF THE REGULAR MEETING ON JUNE 14, 2023

**M/S/C Johansen/Bierwagen, unanimously approved as submitted.**

MODIFICATION OF POSITION CLASSIFICATION FOR THE OPERATIONS DEPARTMENT

**Approved the replacement of the Water Operations Management Assistant position with an Administrative Analyst position as recommended at the June 14, 2023 workshop. M/S/C Johansen/Bierwagen, unanimously approved.**

PLACING DELINQUENT ACCOUNTS ON DISTRICT ASSESSMENT ROLL FOR COLLECTION

**Adopted resolutions placing delinquent accounts on County Assessment Rolls for Collection for Nevada and Placer Counties. M/S/C Johansen/Bierwagen, unanimously approved.**

BUDGET POLICY

**Adopted a resolution updating Administrative Policy 3100 - Budget Policy. M/S/C Johansen/Bierwagen, unanimously approved.**

COMBIE-OPHIR II & III SIPHON REPLACEMENT PROJECT (PROJECT NO. 2645) ENVIRONMENTAL SERVICES CONSULTING AGREEMENT

**Awarded a Consulting Services Agreement with ECORP Consulting, Inc. for preparation of an Initial Study/Mitigated Negative Declaration (IS/MND) and required permits for the Combie-Ophir II & III Siphon Replacement Project in the amount of \$148,028 and authorized the General Manager to execute the documents. M/S/C Johansen/Bierwagen, 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 3, 2023 through June 16, 2023. M/S/C Johansen/Bierwagen, unanimously approved.**

**GENERAL ORDERS**

PURCHASE OF REPLACEMENT 3/4 TON UTILITY TRUCK & BUDGET AMENDMENT

Chip Close, Director of Water Operations, presented the item.

Board discussion ensued regarding:

- Complimented staff on the purchase price
- New air quality regulation rules for equipment purchases going into effect in 2024 pertaining to heavy fleet vehicles
- A presentation will be provided regarding fleet and new rules
- Charging stations in 2024
- Press release regarding the cost to District due to the new regulation
- Not anticipating a need to purchase water this year, which frees up those budgeted funds

Public Comment: None

**Adopted a resolution approving the following amendment to the 2023 Annual Budget:**

- 1. Amend the 2023 Annual Budget to reduce the Fund 10 Water Operations, Water Purchase Budget by \$50,600**

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2. **Amend the 2023 Annual Budget to increase appropriations in Fund 15 by \$50,600 to create a new capital project to purchase a Ford F-250 4X4 truck**
3. **Authorize the General Manager to execute the appropriate documents for the purchase of the 2022 Ford F250 truck from Geweke Ford in the amount of \$50,597.33**

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

### **WORKSHOP ITEMS**

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

Greg Jones, Assistant General Manager, presented the item.

Public Comment: None

The following Board input and discussion ensued and the item will be brought to the Board at an upcoming meeting for consideration of approval on the consent agenda:

- No change to full-time employees in this department for 2023
- Analyst position and differences between departments
- Reviewed and analyzed similar positions of other agencies
- Recruitment
- Outside and inside trainings/certifications
- Creating structure for levels of advancement
- Differentiate between Analyst levels I and II by adding language under distinguishing characteristics to better define “mid-level” classification and “experienced” classification
- Providing a presentation on Safety Program and Trends
- Press releases

#### **GENERAL MANAGER’S REPORT**

Jennifer Hanson, General Manager, reported on the following items:

- Acknowledged Sandra Dunlap, Director of Finance, and her team on new budgeting software
- The 2022 Audit is anticipated to be presented to the Board at an upcoming meeting
- Chip Close, Water Operations Manager, provided a water update

#### **BOARD OF DIRECTORS’ ITEMS / REPORTS**

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

- Attended a LAFCo meeting and shared highlights:
  - o Approved District’s annexations of island parcels
  - o Closure of Rough & Ready Fire Station avoided – now consolidating

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

- Attended Penn Valley Community Center meeting

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- Commented on an article from the California Special Districts Association, entitled *The Scorching Effect of Heat Islands*

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

- Commented on updated slides from the last Plan for Water meeting - available on the website
- Stone fruit season – get out and buy your local fruit
- Busy recreational weekend and at boat launches

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

- Announced he will be hosting the Nevada County Farm Bureau picnic on July 8<sup>th</sup>

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

- Commented on Mulch Madness events and the possibility of a joint event with Placer County Water Agency
- Commented on the conservation program, and how promoting, and requested an update
- Suggested a press release summarizing what is being learned in the Plan for Water about the more technical areas to understand the analytical framework of what climate change means for our area

MEETING ADJOURNED at 9:50 a.m., to reconvene in regular session on Wednesday, July 12, 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