

MINUTES  
REGULAR MEETING  
BOARD OF DIRECTORS  
PARADISE IRRIGATION DISTRICT  
OCTOBER 20, 2021

The regular meeting of the Board of Directors of the Paradise Irrigation District (PID) was called to order at 6:30 p.m. by President Shelby Boston, followed by a reflection and 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 Miranda Hillskemper, Assistant Engineer Blaine Allen, Administrative Assistant Sarah Fenton, and Secretary Georgeanna Borrayo

ALSO PRESENT: Consultants Sami Kader, Colleen Boak, Esmeralda Diego with Water Works Engineers, Nicole Maddox with APTIM, and members of the public.

No public comments were received.

PUBLIC  
PARTICIPATION

Staff reported Executive Order N-29-20, issued in March 2020, authorized exemptions to specific Brown Act requirements regarding remote meetings held during the COVID-19 pandemic. The order was later extended to September 30, 2021, by Executive Order N-08-21.

AB 361 & REMOTE  
MEETING  
GUIDANCE  
(Item 3.)

In September of 2021, California Legislature and Governor Newsom enacted AB 361, "Open Meetings: State and Local Agencies: Teleconferences." The bill amends Government Code section 54953 and clarifies Brown Act requirements regarding remotely attended public meetings. For meetings held on or after October 1, 2021, local agencies will need to comply with the requirements of AB 361.

If board members of a local agency wish to continue attending meetings remotely via teleconference or an Internet audio/video meeting platform, the Board of Directors will need to take action to pass an initial resolution by majority vote, making the required findings of emergency and social distancing measures and authorizing remote meetings pursuant to Government Code section 54953, paragraph (e). The Board must then continue to re-adopt the findings made in the resolution every 30 days by a subsequent resolution.

It was moved by Director Sulik and seconded by Director Hinman to adopt Paradise Irrigation District Resolution No. 2021-15 authorizing remote meetings consistent with AB 361. Directors' votes were polled as follows by roll call:

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

NOES: None

ABSENT: None

**Motion passes 5-0**

CLOSED SESSION  
(Item 4.a., 4.b. &  
4.c.)

President Boston announced the Board will adjourn to closed session to discuss agenda item 4.a., 4.b., & 4.c. As there were no public comments regarding closed session, the Board adjourned to closed session at 6:37 p.m. to discuss the following:

4.a. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (California Government Code § 54956.9 (d)(1). Pacific Gas & Electric Company Bankruptcy Proceedings, including PID Claim against Fire Victim Trust. Bankruptcy Case No. 19-30088 (DM).

*Closed Session Announcement: Direction has been provided.*

4.b. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Government Code § 54957(b). Title: District Manager

*Closed Session Announcement: Direction has been provided.*

4.c. CONFERENCE WITH LABOR NEGOTIATORS (Government Code § 54957.6):  
PID Labor Negotiator: Tom Lando, District Manager & Mickey Rich, Assistant District Manager  
Employee Organizations: Management Unit represented by Teamsters Local 137 & General Unit represented by IBEW Local 1245

*Closed Session Announcement: Direction has been provided to labor negotiators.*

CLOSED SESSION  
ANNOUNCEMENT  
(Item 5)

President Boston reconvened the regular meeting at 6:50 p.m. and provided closed session announcement information regarding agenda items 4.a., 4.b., and 4.c. as listed in italicized print under each closed session item above.

CONSENT  
CALENDAR  
APPROVED  
(Item 6.a. to 6.e.)

Board members reviewed consent calendar items as follows:

- 6.a. Approval of Meeting Agenda Order
- 6.b. Approval of Minutes: Regular Meeting of September 15, 2021
- 6.c. Approval of Minutes: Special Meeting of September 27, 2021
- 6.d. Approval to Authorize Mass Meter Software Import Quote from Tyler Technologies
- 6.e. Approval to Purchase – Cold Planer (Asphalt Grinder)

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

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

NOES: None

ABSENT: None

**Motion passes 5-0**

ACCEPTANCE OF  
TREASURER'S  
REPORT FOR  
PERIOD ENDING  
SEPT. 30, 2021  
(Item 7.a.)

Board members reviewed a written Treasurer's Report presented by Finance & Accounting Manager Miranda Hillskemper for the period ending September 30, 2021, highlighting the District's cash position, debt service analysis, operational overview, and recovery funding. It was moved by Director Hansen and seconded by Director Shaw to accept the Treasurer's Report as presented.

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

NOES: None

ABSENT: None

**Motion passes 5-0**



Board members reviewed accounts payable expense reports for the month of September 2021. It was moved by Director Sulik and seconded by Director Hansen to approve General Fund check numbers 56831 through 56948 for the month of September 2021 totaling \$2,305,631.87, exclusive of voided check numbers 56856, 56946, and 56947, and authorization of a similar amount allowing or adjusting for extraordinary budget or Board approved items during the month of October 2021.

EXPENSE  
APPROVAL  
REPORT FOR THE  
MONTH OF  
SEPTEMBER 2021  
(Item 7.b.)

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 reported community members were invited to attend the September 30th meeting in reference to the PID "Options Study" to learn about the various options the district might consider taking to pursue greater financial stability.

INFORMATIONAL  
PID STAFF AND  
CONSULTANT  
REPORT UPDATES  
(Item 8.a. – 8.i.)

Engineering Consultants Sami Kader, Colleen Boak and Esmeralda Diego 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. The Meter Installation and Service Lateral Replacement project increased the pace of installation in September with 85 completed by RCI prior to month's end. Collector and repeater locations have been identified and are planned to be installed in early November. The SRF/ASADRA funding application is proceeding for the Reservoir B Replacement Project. In communications with the State Water Resources Control Board, they intend to have a funding agreement complete no later than March/April 2022.

Consultant Nicole Maddox with Aptim Environmental & Infrastructure provided a FEMA Project Status Report update regarding Public Assistance and Disaster Recovery Management Services in support of the recovery efforts.

Community Relations Committee: Discussion at the October 5<sup>th</sup> meeting included a review of the strategic plan goals relating to community relations and water conservation communication. The next committee meeting will be held on Tuesday, December 7, 2021, at 8:00 a.m.

COMMITTEE  
REPORTS  
(Item 9.)

Administration & Personnel Committee: Directors Dan Hansen and Alan Hinman reported meeting on October 14, 2021, at 9:00 a.m. in reference to closed session discussion – Conference with Labor Negotiators, and open session discussion to consider a potential employee incentive program.

President Boston confirmed this agenda item was tabled at the September 15, 2021, Board of Directors meeting for further review and information. Assistant Manager Mickey Rich reported the proposed grazing project would be a retreatment of the previously grazed area at Magalia Reservoir. The total cost for this grazing project is \$35,000. The Butte County Fire Safe Council (BCFSC) has agreed to pay the remaining \$26,250.00 for grazing services on PID-owned lands.

UNFINISHED  
BUSINESS:

If the District is interested in grazing services around the Magalia Reservoir at a 75/25 cost share, the District's portion would be \$8,750.00. An Agreement with Hanski Family

COST SHARE  
AGREEMENT RE:  
GRAZING  
PROJECT FOR  
FUELS  
REDUCTION  
MANAGEMENT  
(Item 10.a.)

CONTINUED –  
COST SHARE  
AGREEMENT RE:  
GRAZING  
PROJECT FOR  
FUELS  
REDUCTION  
MANAGEMENT AT  
MAGALIA  
RESERVOIR

Farms, LLC is provided for consideration. While board members expressed support of grazing projects for fuels reduction management, comments included concerns about funding this additional expenditure due to current financial obligations. Jeff Gould representing BCFSC indicated there could potentially be additional funding to offer PID to cover the proposed project at 100%.

It was moved by Director Shaw and seconded by Director Hansen to approve the proposed grazing project for fuels reduction at Magalia Reservoir provided Butte County Fire Safe Council can offer 100% funding for this project.

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

NOES: None

ABSENT: None

**Motion passes 5-0**

METERED WATER  
CONSUMPTION –  
PROPOSED  
RETURN TO  
MONTHLY BILLING  
(Item 10.b.)

Staff reported at the September 15, 2021, Board of Directors Meeting the board recommended evaluating the option to return to monthly billing. Presented for review, is a proposed plan to return to monthly billing beginning January 2022. The cost to return to monthly billing is approximately \$6,100.00 per month in addition to costs associated with increased bill print and postage costs.

Staff noted that whether or not the Board decides to make a change to the monthly billing cycle, returning to metered water consumption for water quantity use is something the district can continue to move forward with as new water meters are installed.

**No Board action was taken to return to monthly billing.**

NEW BUSINESS:  
  
RESOLUTION NO.  
2021-14  
APPROVED TO  
ADOPT IS/MND IN  
ACCORDANCE  
WITH CEQA FOR  
THE WATER  
SYSTEM  
RECOVERY &  
RESERVOIR B  
REPLACEMENT  
PROJECT  
(Item 11.a.)

In accordance with the California Environmental Quality Act (CEQA), Stantec Consulting Services, Inc. (as a subconsultant to Water Works Engineers), prepared an Initial Study/Mitigated Negative Declaration (IS/MND) to assess the potential environmental impacts of the construction and operation of the Water System Recovery and Reservoir B Replacement Project.

It was moved by Director Shaw and seconded by Director Hinman to adopt Resolution 2021-14 adopting an Initial Study/Mitigated Negative Declaration in accordance with the California Environmental Quality Act for the Water System Recovery and Reservoir B Replacement Project and adopting a Mitigation Monitoring and Reporting program. Directors' votes were polled as follows by roll call:

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

NOES: None

ABSENT: None

**Motion passes 5-0**

ALMOND STREET  
WATER MAIN  
REPLACEMENT –  
CONTRACT  
AMENDMENT NO. 1  
WITH SANTOS  
EXCAVATING  
APPROVED  
(Item 11.b.)

Water Works Consultant Colleen Boak reported as the Almond Street Water Main Replacement Project got underway, several changed conditions were encountered during the installation, as well as delays associated with the procurement of required materials. Each of the changes has been priced, reviewed, and evaluated by Water Works Engineers and PID staff. At this time, staff is recommending the Board approve an additional 10% contingency value not to exceed \$60,000 to accommodate the changes presented.

As a result of the material procurement delays at the beginning of the project as well as ongoing coordination with the Town's project that has caused some small delays, staff is also requesting an adjustment to the duration of the project from the original 60 working days to a total of 150 working days.



It was moved by Director Shaw and seconded by Director Hansen to approve an additional contingency value of \$60,000 (10%) to be exercised at the discretion of the District Manager, for a total not to exceed project value of \$715,640.00. Additionally, approve the extension of the Almond Street Main Replacement Project duration to 150 working days, and authorize the District Manager to execute the Amendment on behalf of the District.

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

**Motion passes 5-0**

District Manager Tom Lando indicated Paradise Irrigation District (PID) is currently working with Bartle Wells & Associates to develop a Water Rate Study. The financial analysis cannot be accurately completed without an updated Capital Improvement Plan. This agenda item proposes to enter into an agreement with Water Works Engineers to develop a Capital Improvement Plan for PID.

It was moved by Director Hinman and seconded by Director Sulik to authorize the District Manager to enter into an agreement with Water Works Engineering to develop the District's Capital Improvement Plan for a cost not to exceed \$47,868.00.

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

**Motion passes 4-1**

Assistant District Manager Mickey Rich confirmed this is a budgeted item. In August of 2021, the Board approved a single proposal received in response to the District's request for proposals for human resource consulting. Due to a clerical error, the hourly support rate was misstated. Clarity HR Consulting has submitted an amended proposal for consideration.

It was moved by Director Sulik and seconded by Director Hinman to authorize a contract with Clarity HR Consulting to provide human resources consulting services and authorize the District Manager to execute an agreement for this contract assignment.

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

**Motion passes 5-0**

Manager Tom Lando indicated this item was placed on the agenda to establish a special meeting date to hold an informational workshop to review Board Member Roles and Responsibilities and Brown Act Requirements. Upon polling availability of Board members, legal counsel and PID staff, a date of November 3 at 4:00 p.m. is proposed.

It was moved by Director Shaw and seconded by Director Hansen to set a special meeting date on November 3, 2021 at 4:00 p.m. in the PID Board Room.

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

**Motion passes 5-0**

CONTINUED –  
ALMOND STREET  
WATER MAIN  
REPLACEMENT –  
CONTRACT  
AMENDMENT NO. 1

PROPOSED  
AGREEMENT WITH  
WATER WORKS  
ENGINEERS  
APPROVED TO  
DEVELOP CAPITAL  
IMPROVEMENT  
PLAN FOR PID  
(Item 11.c.)

HUMAN  
RESOURCES  
CONSULTING  
SERVICES –  
ACCEPTANCE OF  
AMENDED HR  
CONSULTING  
PROPOSAL  
(Item 11.d.)

SPECIAL MEETING  
DATE SET FOR  
NOV. 3, 2021 AT  
4:00 PM  
REGARDING  
BOARD  
WORKSHOP /  
TRAINING  
(Item 11.e.)

DIRECTORS'  
COMMENTS

Director Hinman: Thanked Water Works Engineering for their work and welcomed Assistant Engineer Blaine Allen to the District.

Director Shaw: Commented on the Service Lateral Replacement Project and acknowledged PID crews and subcontractors on their work.

Director Boston: Expressed appreciation to staff and consultants for all the work that has been accomplished.

ADJOURNMENT OF  
MEETING

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 8:11 p.m.

  
Georgeanna Borrayo, Secretary

  
Shelby Boston, President