

MINUTES

REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE  
NORTH YUBA WATER DISTRICT

Held at the District Office

8691 LaPorte Road, Brownsville

Thursday, March 23, 2017

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**A. ROLL CALL**

President Donald Forguson called the meeting to order at 5:00 PM at the District Office in Brownsville, CA. The recording secretary called the roll.

	<i>PRESENT</i>	<i>ABSENT</i>	<i>VISITORS</i>
<i>DIRECTORS</i>	President Donald Forguson Vice President Eric Hansard	Director Doug Neilson	10 Visitors Donna Corson Charles Sharpe Jeanette Cavaliere
	Director Terry Brown		
<i>GENERAL MANAGER</i>	Director Gary Hawthorne Jeff Maupin		

**ACTION ITEMS**

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**B. CONSENT ITEMS:**

1. Approval of **Minutes for Regular Board Meeting of February 23, 2017**
2. Approval of **Minutes for Special (Workshop) Board Meeting of February 11, 2017**
3. Approval of **Payroll for the Month of February 2017, in the amount of \$33,556.64**
4. Approval of **Bills for the Month of February 2017, in the amount of \$64,977.99**

**Director Hawthorne made a motion that the board approve Consent Items 1-4. Vice President Hansard seconded the motion. President Forguson, Vice President Hansard, Director Hawthorne and Director Brown voted in favor. The motion passed with a majority vote.**

Discussion: A member of the public talked about the robocall and press release cost.

### **C. FINANCIAL MANAGER'S REPORT**

Financial Manager, Heidi Naether, reviewed Cash on Hand and Income Statements for the period ending February 28, 2017.

She reported as of February 28, 2017, the total cash on hand, including reserves, was \$2,391,822.28.

The total income to date was \$943,584.98, total expenses to date were \$1,269,292.71, leaving a net loss of \$325,707.73.

Ms. Naether reported that the district had not yet received the Treasury Fund Report from Yuba County to reflect the tax income of \$165,035.19. This will be shown on next month's financial statement.

Additionally, the district received \$17,287.55 as an insurance refund due to low claims from the ACWA stabilization fund. This will be included as other income on next month's financial statement.

Repair costs to date for storm damage, not including District staff labor, is as follows:

Emergency Repair I: \$42,984.50

Emergency Repair II: \$91,325.66

WTP Fence Damage: \$2,100.00

Total Storm Damage Repair Costs: \$136,410.16

Members of the Board discussed how much had been paid out from the Emergency Repair Fund.

**Vice President Hansard made a motion that the board approve the financial manager's report as presented. Director Hawthorne seconded the motion. President Forguson, Vice President Hansard, Director Hawthorne and Director Brown voted in favor. The motion passed with a majority vote.**

Discussion: A member of the public wanted to know if the Storm Damage Repair Costs had been submitted to FEMA for reimbursement. Manager Maupin has submitted the proper claims with Yuba County OES. Claims may be submitted to Butte County OES for the fence.

**President Forguson proposed that the Board discuss Item I before moving on to Item D. Each Board member informally agreed and Item I was moved by general consent.**

**I. RESOLUTION 17-724: Rules for the Conduct of Board Meetings**

The Board adopted the County Board of Supervisors' Rules on December 22, 2016, for the conduct of North Yuba Water District board of directors' meetings and governing public participation in public meetings. Resolution #17-724 has been modified by General Counsel for the Board's approval.

President Forguson said these rules have now been approved by the board's attorney. Director Hawthorne talked about corrections for a few typos. Director Brown said he would like a future discussion about the procedure for creating the agenda. He also suggested adding the Pledge of Allegiance before the Roll Call. Director Brown also had a question about item 13 on page 10, why it required a 4/5 vote rather than a 3/5 vote. Mr. Maupin will check with the attorney.

**Director Hawthorne made a motion that the board accept RESOLUTION #17-724: Rules for the Conduct of Board Meetings, as presented. Director Brown seconded the motion. President Forguson, Vice President Hansard, Director Hawthorne and Director Brown voted in favor. The motion passed with a majority vote.**

Discussion: A member of the public wanted to have the adopted Rules read. Director Brown confirmed with Mr. Maupin that a copy of the board packet is at the front counter and available to the public 72 hours before the board meeting.

**The Board returned to Item D.**

**D. IRRIGATION SURVEY RESULTS:**

Director Hawthorne shared with the Board the results of the Irrigation Customer Survey for Summer 2017 Water Allocation. The purpose was to get customer feedback on the upcoming water season. 33 irrigation customers responded. 17 customers chose OPTION 1: to start all customers at 0.5 miner's inch, then increase the amount for larger customers incrementally as feasible. 10 customers chose OPTION 2: to start all customers at their normal allocation until the water runs out. 4 customers chose OPTION 3: to offer a suggestion. 2 of the suggestions were similar variations to OPTION 1. 2 customers had no preference indicated.

Director Hawthorne suggested approving OPTION 1, based on the majority vote. Manager Maupin said that irrigation is about balancing the ditch. OPTION 1 is feasible as larger customers can be increased incrementally as the ditch is equalized. Director Brown wanted to know how long the adjustments would take. Mr. Maupin said adjustments could be made one or two times a day until balanced. The majority are at 0.5 inch.

Members of the Board discussed different options for the end of the season. The water could be backed off incrementally. President Forguson said that in previous years as the water decreased, the customers at the tail lost their water first while the customers at the top continued to receive water. He suggested reversing this and cutting off the customers at the top first so the customers at the tail end could have water longer for a change. Director Hawthorne suggested that customers could be

asked to voluntarily turn their water off. Mr. Maupin said the plan should be decided now. Customers could be asked at signup if they would volunteer to quit service at tail end of the season. Director Brown said if the water is running, it should be given to someone. The customers could be on a 3-way rotation for who keeps their water the longest. The Board will get feedback on the end of the season from their irrigation customers before finalizing the end plan. Members of the Board discussed private pipelines that had been grandfathered into the district. As they are paying for district services, the district can make adjustments to their service.

**Director Hawthorne made a motion that the board adopt OPTION 1, to start all customers at 0.5 miner's inch, then increase the amount for larger customers incrementally as feasible, to start the irrigation season. Vice President Hansard seconded the motion. President Forgunson, Vice President Hansard, Director Hawthorne and Director Brown voted in favor. The motion passed with a majority vote.**

Discussion: A member of the public wanted to know if all irrigation customers would be receiving water, will the district confirm each customer is ready before their water is turned on. Mr. Maupin will communicate with customers to meet their needs. A member of the public wanted to know if customers have more than one box on their property, could they control how their water is allocated. Mr. Maupin confirmed he will follow the customer's request. Some members of the public didn't like OPTION 1 and said the survey didn't represent the larger customers as 0.5 inch may not work with their systems. They wanted the customers to get all the water they want.

**E. RESOLUTION #17-723:** This resolution is to continue monthly billing for irrigation customers for the 2017 irrigation season.

Mr. Maupin said monthly billing was instituted last year to relieve the district of the large refunds required when customers paid their full year's bill up front. Monthly billing gives more flexibility with the uncertain water availability throughout the season. Customers can stop paying when their water stops.

**Vice President Hansard made a motion that the board approve RESOLUTION #17-723 to continue monthly billing. Director Hawthorne seconded the motion. President Forgunson, Vice President Hansard, Director Hawthorne and Director Brown voted in favor. The motion passed with a majority vote.**

Discussion: A member of the public wanted to confirm that they are only paying for the water they are getting. The Board confirmed this. A member of the public wanted to know if they would get refunds for overpayment. Vice President Hansard said the reason for this resolution for monthly billing is to avoid that.

**F. RESOLUTION #17-722** Fixing Water Standby or Availability Charge in Improvement District No. 6 for the Calendar Year Ending, December 31, 2017. This is a yearly housekeeping item.

Manager Maupin said this is the Rackerby Loan Payment. The district has a couple more years of payments until the debt is retired.

**Director Hawthorne made a motion that the board approve RESOLUTION #17-722, as presented. Director Brown seconded the motion. President Forguson, Vice President Hansard, Director Hawthorne and Director Brown voted in favor. The motion passed with a majority vote.**

**G. DOBBINS-OREGON HOUSE IRRIGATION CANAL MAINTENANCE PROJECT:** This Notice of Exemption is required to be filed for the Washington Ridge crew to assist with the upkeep and fuel reduction on the Dobbins/Oregon House Irrigation canal. Their assistance will help reduce the need to use herbicide in many areas.

Manager Maupin said this is in response to the board directing him to research the use of prisoner crews to assist with grooming ditches. The fire department wants a Notice of Exemption on file with the county giving them permission to do work. This protects the NYWD and the Fire Department.

**Director Hawthorne made a motion that the board approve the Notice of Exemption, as presented. Vice President Hansard seconded the motion. President Forguson, Vice President Hansard, Director Hawthorne and Director Brown voted in favor. The motion passed with a majority vote.**

Discussion: A member of the public wanted to know who would supervise the workers. Deputies and district staff would be on site. She also wanted to know if property owners had any liability. Mr. Maupin will check with the district's insurance and include in his next report. A member of the public wanted to know if it would be less expensive. It will not be cheaper, but will provide more manpower and is an alternative to Roundup.

#### **H. WOODLEAF CONTRACT**

Manager Maupin said the district enters into a contract with Woodleaf each year to provide non-potable water service during the same time period as irrigation. By contract they pay one and a half times the rate of a regular District customer. Director Hawthorne said they were one of the district's oldest customers, they were a kids' camp, and a good organization.

**Director Hawthorne made a motion that the board approve the Woodleaf Contract, as presented. Vice President Hansard seconded the motion. President Forguson, Vice President Hansard, Director Hawthorne and Director Brown voted in favor. The motion passed with a majority vote.**

**I. RESOLUTION 17-724:** This Item I was moved before Item D.

**J. NORTHSTAR:** Authorization for NYWD and NorthStar to enter into a contract for engineering work for the Forbestown Ditch.

Manager Maupin asked for authorization for North Yuba Water District and NorthStar Engineering to enter into a contract now, prior to final approval of the grant. This would enable them to begin work on engineering the Forbestown Ditch pipeline and to clearly see and mitigate problems caused by recent heavy rains. Mr. Maupin said there is reserve money available and this does not leverage the district beyond their ability to pay. The proposed amount is \$43,650.00. When the grant is approved, the costs will be reimbursable.

Manager Maupin stated, If the engineering is started now, it may be possible to start implementing the plan in 2018. The state's approval on the grant is expected in about three to four months. Director Brown wanted to know if the engineering is done, will the district own the product. Mr. Maupin confirmed the district will own the resulting product.

**Vice President Hansard made a motion that the board authorize General Manager Maupin to enter into a contract for engineering work on the Forbestown Ditch. Director Hawthorne seconded the motion. President Forguson, Vice President Hansard, Director Hawthorne and Director Brown voted in favor. The motion passed with a majority vote.**

Discussion: A member of the public said to take the risk. A member of the public asked and had confirmed the preliminary engineering would be used for the final solution for the ditch. A member of the public wanted to know if any previous engineering could be used. No engineering like this has been done before.

## **DISCUSSION/REPORTS**

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**K. PUBLIC OUTREACH:** The Board proposed to determine a date at the Ponderosa Community Center and develop an Agenda for the meeting.

Mr. Maupin asked the Board to give him ideas of what they want to discuss with their constituents so research could be done by the staff to provide answers, before scheduling the Ponderosa Center meeting. Board members should email Mr. Maupin topics their constituents want to discuss so he can have material available. Various capital improvement projects were discussed. President Forguson suggested a discussion of Domestic issues. Director Brown suggested discussing the current state and future plans of the district. He was interested in having a slide show of the damage and repairs made to the ditch. Mr. Maupin said having base maps, a master plan, and a hydraulic model would be a necessary foundation. It was suggested that the board could have a workshop to define their vision for a presentation. Customers could then give feedback on the proposed plan.

### **L. GENERAL MANAGER'S REPORT**

General Manager Maupin discussed the following:

1. The March 16, 2017, Operations Memorandum was provided.

2. New York House Bridge update: Mr. Maupin talked to Yuba County engineers. The county says they will begin the project this summer. A set of preliminary plans have been sent to Sherwood Construction for a proposal. The project will consist of abandoning the existing water main during construction of the new bridge, and reinstalling a new pipe when the bridge is complete. Mr. Maupin said the district should be able to continue uninterrupted service to District customers, pressure may be affected, he will test to see.
3. Forbestown Ditch second breach repair is finished. It was more costly than the previous repair. A French drain and a second drain were required because the quantity of water was causing severe erosion. The new pipelines appear to be working well.
4. Public Communication – An irrigation customer has a point of contention with their neighbor for diversion – Mr. Maupin will review with the district’s attorney to determine what the district’s involvement will be.

**M. DIRECTORS’ INPUT**

Vice President Hansard likes the new website. Director Brown confirmed March 31, 2017, is a Board Training from 3-6:00 p.m. California Rural Water is putting on the training.

**N. PUBLIC INPUT**

President Forguson read the rules for public input. Members of the public commented.

A member of the public wanted to discuss a letter she received from the state regarding her personal property. The district took copies. A member of the public wants a big map of the district at the Ponderosa Center meeting. He wanted to know if the district can email his bill. A member of the public had a question about liability with work crews on private property regarding dog bites.

**O. ADJOURNMENT**

There being no further business to discuss, **Vice President Hansard made a motion that the board adjourn. Director Hawthorne seconded the motion. President Forguson, Vice President Hansard, Director Hawthorne and Director Brown voted in favor. The motion passed with a majority vote.**

The meeting was adjourned at 6:54 p.m.

Respectfully Submitted,



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Tina M. Parker, Recording Secretary