

FINAL MINUTES
BOARD OF DIRECTORS REGULAR MONTHLY MEETING
JANUARY 14, 2021

Anderson-Cottonwood Irrigation District

Brenda Haynes, President 2810 Silver Street, Anderson, CA 96007
Audie Butcher, Vice President (530) 365-7329 Fax (530) 365-7623
John Currey, General Manager www.andersoncottonwoodirrigationdistrict.org

Tiger Michiels, Director
Ray Eliante, Director
Rick Williams, Director

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REGULAR MONTHLY MEETING
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President Haynes called the meeting to order at 6:00 pm

1. CALL TO ORDER

Directors Present: Eliante, Williams, Butcher, Haynes
Directors Present via phone: Michiels
Directors Absent: None
Staff Present: Currey, Passmore, Bankson
Staff Present via phone: White

2. PRESENTATIONS - None

3. PUBLIC PARTICIPATION - None

4. CONSENT AGENDA

4.1 Minutes – Approve the Minutes of the regular meeting December 10, 2020

4.2 Financial Status Report for Year-to-Date Through December 2020

4.3 Payroll: Approve Payroll Check Register for the Month of December 2020

4.4 EFTPS & ACH Transactions – Approve EFTPS & ACH transactions for the Payroll Periods Ending November 30, 2020 and December 15, 2020

4.5 Voided and/or missing checks for December 2020

Director Eliante moved to approve the Consent Agenda as submitted, Director Butcher made the second with a 4 – 0 vote

END OF CONSENT AGENDA

4.6 Items (IF ANY) Removed from the Consent Agenda - none

5. ACTION ITEMS

5.1 Consider approval of the Cash Disbursements Journal for December 1, 2020 to December 31, 2020

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After some discussion, Director Williams moved to approve the Cash Disbursements Journal as submitted, Director Eliante made the second with a vote of 4 - 0

- 5.2** Review and provide direction to staff regarding Moores Vintage Farms LLC request to receive Irrigation Water on Parcels 055-510-001, 002, 003, 004 and 055-030-016 located east of I-5 and north of Smith Bottom Road

A review of the District records by GM Currey indicated the 20 acres of the property is currently in the District. Mr. Moore could apply and receive water as any other customer for these 20 acres. The remainder of the property, 54.07 acres, is located to the north and south of the 20 acres and is not in the District. Currey has reached out to LAFCO to confirm if these parcels are in the ACID sphere of influence and what the annexation process looks like.

President Haynes inquired about the irrigation rotation. Mr. Currey mentioned that he was unsure what crops would be grown and that the schedule would have to be worked out.

Director Williams moved to approve Currey to continue to work with Mr. Bob Moore, Moores Vintage Farms LLC and to add Mr. John Stokes, board member of Shasta Land Trust, Vice President Butcher made the second with a 4 - 0 vote

- 5.3** Discuss and consider non-cash payment options

GM Currey would like to continue to investigate online non-cash payment options for 2022 and move forward with a new payment policy for 2021 of only accepting checks, money orders and cashier's checks. Included with the Application and Agreement for Water Service will be a notification that we are no longer accepting cash. The application will be mailed the last week of January. Also included will be a General Managers letter.

No action was taken

- 5.4** Review and consider adopting a Purchasing and Procurement Policy

Director Michiels joined the meeting via conference call @ 6:45 pm

GM Currey's goal in starting this conversation is to develop long standing policies that are clear and transcend individual board members, managers, and staff to ensure that the District has a solid foundation for long-term operations.

Director Eliante responded to the discussion by saying an area of trust and appreciation between the Board and the General Manager are necessary when adopting a purchasing policy. Currey asked for direction when proceeding with bids and purchases that are budgeted for. What are the parameters for requiring board approval?

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Currey asked the board to be thinking about what purchasing parameters they would be comfortable in adopting. President Haynes asked to table the adoption of a Purchasing and Procurement Policy.

The consensus of the Board was to consider this matter at a future time, no action taken.

5.5 Review and consider approving a template for on-call Service Agreement for Weed Abatement and Equipment Services

Currey stated that ACID would benefit from having our own contract agreement on file to establish minimum requirements and standards to do work with ACID.

President Haynes asked Currey to proceed working with Dustin Cooper in developing a template agreement for ACID.

Currey Discussed using the template agreement for to contract for an outside spray company to conduct an herbicide application in Spring 2021. The Board discussed the spray program options and requested Currey to proceed with using the template when selecting a spray company.

Director Eliante moved to approve the request to proceed, Director Williams made the second with a 5 – 0 vote

5.6 Review and provide input on the draft newsletter template

Currey gave a handout of topics for the first issue of a newsletter. After some discussion, President Haynes asked to delay the first issue of newsletter. Instead, enclose a short General Manager cover letter with the Application and Agreement for 2021 Water Service. Haynes also asked that an announcement announcing the change in policy to no longer accept cash for services be enclosed.

The consensus of the board was to hold off on the newsletter, no action taken

5.7 Review and consider adopting management goals and objectives for 2021

Currey asked the board if he was identifying the right objectives for the District. His desire is to work with the board to prioritize said objectives. President Haynes commented that the list was ambitious. A few of Haynes objectives include, but not limited to, Currey having a good understanding of field work and having the ability to step in with boots on the ground at any given time, if necessary. In addition, that ACID is functional with employees performing efficiently. Currey said that his focus thus far has been learning the operations of the canal through mathematics and data and that he has good understanding of how it operates.

The consensus of the board was the goals and objective were appropriate, no action taken

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- 5.8 Consider conducting an additional Board of Director meeting every 4th Thursday of each month at the ACID office until further notice

After some discussion of conducting an additional Board Meeting each month, the consensus of the board was to schedule and conduct a Special Board Meeting if and when necessary.

There was no action taken

6. GENERAL MANAGERS' REPORT

Currey reported on the following topics:

- Billy with Northwoods, is on stand by and is ready to lay some pipe.
- Churn Creek pumps – the middle pump will be pulled and rehabilitation, J & J Pumps will also submit a separate proposal to upgrade the electrical panels on the pump platform to address some electrical concerns.
- Production well – the well was installed in 2013 and is used for water transfers. Shaft is wobbling, cost to pull the well is \$6,000. Cost to rebuild the well pump could be \$24,000/\$30,000, however, the cost to balance the shaft and install new bushing, should be less. Tentative schedule to pull is last week of January 2021.
- SCADA –gathering data and proposals for a future upgrade to address the aging software and hardware.
- Data Management – gathering information for future program options for integrating the Dichtender sheets and accounting systems. One demo presentation was presented and 2 others are scheduled in the next month.
- NRCS – will replace 700' of concrete pipe on Lat 29, ACID will provide labor.
- Churn Creek fish screens – Family Water Alliance applied last year for a grant with no luck. Family Water Alliance will assist again this year in applying for state grant to quantify risk of fish impacts and to help identify water loss in main canal. This additional information should help support future grant applications.
- Sacramento Rivers Settlement Contractors Project – Cypress Bridge side channel – two ACID employees, Passmore & Cannafax, have been assisting the project by operating their equipment. It is good experience for Cannafax and good public exposure for ACID. ACID will be reimbursed for the employee's labor.

7. DIRECTORS' REPORT'S

Nothing was reported

President Haynes announced the closed session. The meeting was adjourned to a short recess at 8:15 pm

CLOSED SESSION

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C.S.1 CLOSED SESSION CONFERENCE WITH REAL PROPERTY NEGOTIATORS
(Government Code section §54956.8)

Confer with District negotiators (John Currey and Counsel Dustin Cooper) regarding Terms and Condition of a potential 2021 Water Transfer with buyer located south of the Delta

C.S.2 CLOSED SESSION CONFERENCE WITH REAL PROPERTY NEGOTIATORS
(Government Code section §54956.8)

Confer with District negotiators (John Currey and Counsel Dustin Cooper) regarding the terms and conditions of a potential amendment to the current long-term water transfer with Bella Vista Water

C.S.3 CONFERENCE WITH LABOR NEGOTIATOR

(Government Code section §54957.6(a)) District Personnel Committee in Regard to Collective Bargaining Agreement with Teamsters Local #137. District's Labor Negotiator: General Manager

C.S.4 PUBLIC EMPLOYEE PERFORMANCE EVALUATION

(Government Code Section §54957)
Title: General Manager Evaluation

The board reported that no action was taken in closed session.

8. ADJOURNMENT 9:15 pm

Respectfully Submitted.



John S. Currey, General Manager