

NEVADA IRRIGATION DISTRICT

BOARD OF DIRECTORS

MINUTES

January 25, 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 25th day of January 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); and Chris Bierwagen, (Division II).

Director Trevor Caulder (Division IV) was absent.

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; 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: 4 Members Present / 1 Member Absent, as noted above

SPECIAL ORDERS

RETIREMENT PRESENTATIONS

Jennifer Hanson, General Manager, and management staff recognized recent retirees:

- Nancy Alstrand (Resolution 2022-67 - Resolution of Appreciation upon Retirement)
- Fred Waymire (Resolution 2022-66 - Resolution of Appreciation upon Retirement)
- Kate Gunther (Resolution 2022-59 - Resolution of Appreciation upon Retirement)

SERVICE AWARDS

Jennifer Hanson, General Manager, presented Service Awards, recognizing the following employees for their years of service:

<u>Employee</u>	<u>Title</u>	<u>Hire Date</u>
<u>10 Years</u>		
Carl Cookson	Sr. Utility Worker	10/22/2012
Mark Gravatt	Equipment Operator	10/29/2012

January 25, 2023

<u>Employee</u>	<u>Title</u>	<u>Hire Date</u>
<u>15 Years</u>		
Todd Wiederhold	Sr. Hydro Electrical Machinist	10/9/2007
Kate Gunther	Records Management Assistant	12/3/2007
<u>20 Years</u>		
Fred Waymire	Treated Water Superintendent	12/20/2002
<u>25 Years</u>		
Shannon Wood	Business Service Technician II	08/18/1997

The meeting recessed at 9:16 a.m. and reconvened at 9:24 a.m.

PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

- None

CONSENT AGENDA

President Hull pulled the following items from the Consent Agenda for discussion at the request of members of the Board:

- Item 4.B – Minutes of Regular Board Meeting on January 11, 2023
- Item 4.G – Security Office Center Service Replacement

Public Comment: None

Director Bierwagen made a motion to approve the Consent Agenda. Director Heck seconded the motion.

Director Bierwagen amended his motion to approve the Consent Agenda, excluding Items 4.B and 4.G. Director Heck seconded the amended motion. Motion passed on the following roll call vote:

Heck, Division 1	Aye
Bierwagen, Division 2	Aye
Hull, Division 3	Aye
Caulder, Division 4	Absent
Johansen, Division 5	Aye

The following Consent Agenda items were approved:

MINUTES OF THE SPECIAL MEETING ON JANUARY 10, 2023

M/S/C Bierwagen/Heck. Motion passed on the following roll call vote:

Heck, Division 1	Aye
Bierwagen, Division 2	Aye
Hull, Division 3	Aye
Caulder, Division 4	Absent
Johansen, Division 5	Aye

LOCAL AGENCY INVESTMENT FUND

Adopted Resolution No. 2023-04 - Authorizing Investment of Monies in the Local Agency Investment Fund. M/S/C Bierwagen/Heck. Motion passed on the following roll call vote:

Heck, Division 1	Aye
Bierwagen, Division 2	Aye
Hull, Division 3	Aye
Caulder, Division 4	Absent
Johansen, Division 5	Aye

DISTRICT POLICY 3035 - INVESTMENTS

Adopted Resolution No. 2023-05 - Updates to Administrative Policy 3035 – Investments. M/S/C Bierwagen/Heck. Motion passed on the following roll call vote:

Heck, Division 1	Aye
Bierwagen, Division 2	Aye
Hull, Division 3	Aye
Caulder, Division 4	Absent
Johansen, Division 5	Aye

FERC YUBA-BEAR RELICENSING AND ADDITIONAL INFORMATION REQUEST (AIR) - SOLE SOURCE

Awarded a sole source agreement in the amount of \$96,300 and a contingency of \$10,000 to HDR Engineering, Inc. for consulting services related to the Federal Energy Regulatory Commission (FERC) Yuba-Bear Relicensing and Additional Information Request (AIR) and authorized the General Manager to execute the appropriate documents. M/S/C Bierwagen/Heck. Motion passed on the following roll call vote:

Heck, Division 1	Aye
Bierwagen, Division 2	Aye
Hull, Division 3	Aye
Caulder, Division 4	Absent
Johansen, Division 5	Aye

NEW JOB DESCRIPTION - GIS ANALYST I/II

Adopted Resolution No. 2023-06 - Addition of the GIS Analyst I/II Job Description. M/S/C Bierwagen/Heck. Motion passed on the following roll call vote:

Heck, Division 1	Aye
Bierwagen, Division 2	Aye
Hull, Division 3	Aye
Caulder, Division 4	Absent
Johansen, Division 5	Aye

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

January 25, 2023

January 1st through January 13th 2023. M/S/C Bierwagen/Heck. Motion passed on the following roll call vote:

Heck, Division 1	Aye
Bierwagen, Division 2	Aye
Hull, Division 3	Aye
Caulder, Division 4	Absent
Johansen, Division 5	Aye

Items pulled from the Consent Agenda for discussion:

MINUTES OF THE REGULAR MEETING ON JANUARY 11, 2023

Public Comment: None

Director Johansen made a motion to approve the minutes as amended to replace the word “near” with “new” on Page 6. 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	Absent
Johansen, Division 5	Aye

SECURITY OFFICE CENTER SERVICE REPLACEMENT

John Ortiz, IT Administrator, presented the item.

Public Comment: None

Awarded a two-year contract to Savant Solutions in the amount of \$114,748.00 for the Artic Wolf product, and authorized the General Manager to execute the appropriate documents. M/S/C Johansen/Heck. Motion passed on the following roll call vote:

Heck, Division 1	Aye
Bierwagen, Division 2	Aye
Hull, Division 3	Aye
Caulder, Division 4	Absent
Johansen, Division 5	Aye

GENERAL ORDERS

ANNUAL UPDATES TO FEE SCHEDULES

Chip Close, Director of Water Operations, and Aurora Penaluna, Customer Service Administrator, presented the item.

Board discussion ensued regarding annual fee adjustments, formulas used, clarification of the fiscal impact of fall/stock water, and signing up for fall water.

January 25, 2023

Public Comment: None

**Approved updates to fee schedule calculations. M/S/C Johansen/Bierwagen.
Motion passed on the following roll call vote:**

Heck, Division 1	Aye
Bierwagen, Division 2	Aye
Hull, Division 3	Aye
Caulder, Division 4	Absent
Johansen, Division 5	Aye

2023 BUDGET AMENDMENT FOR NEW HYDROELECTRIC FIELD OFFICE

Keane Sommers, Director of Power Systems, presented the item.

Board discussion ensued regarding project schedule, workload, surveys, drainage, and potential add-ons.

Public Comment: None

Director Heck made a motion to adopt Resolution No. 2023-07 - 2023 Fund 55 Capital Budget Amendment and Award of Architectural Services for Whitcomb Property:

- **Amending the 2023 Annual Budget to include a new capital improvement project: Hydroelectric Field Office in the amount of \$1,950,000 to be funded by Fund 55**
- **Defunding and delaying several previously approved projects in Fund 55 for a total deduction of \$1,950,000 resulting in a net zero change to the Fund 55 budget when combined with the addition above**
- **Authorizing a sole source contract with PBK for Phase I of the Professional Design Services proposal dated January 17, 2023, in the amount of \$68,961 with a \$7,000 contract contingency, and authorizing the General Manager to execute all necessary documents**

Director Johansen seconded the motion, and the motion passed on the following roll call vote:

Heck, Division 1	Aye
Bierwagen, Division 2	Aye
Hull, Division 3	Aye
Caulder, Division 4	Absent
Johansen, Division 5	Aye

SCOTTS FLAT SPILLWAY DESIGN (PROJECT #2094)

Doug Roderick, Director of Engineering, and Keane Sommers, Director of Power Systems, presented the item.

Board discussion ensued regarding the construction timeline, recreation, lake level, probable maximum flood events, notifying residents of construction, CEQA process,

January 25, 2023

community benefit, site access, timeframe, design phase funds, and future regarding funding, and applying for grants as they become available.

Public Comment: None

Director Heck made a motion to approve Task Order #5 with HDR in the amount of \$1,470,000 and a contingency of \$150,000 to perform the Scotts Flat Spillway Replacement Design, and to authorize the General Manager to execute the necessary documents. Motion passed on the following roll call vote:

Heck, Division 1	Aye
Bierwagen, Division 2	Aye
Hull, Division 3	Aye
Caulder, Division 4	Absent
Johansen, Division 5	Aye

WORKSHOP ITEMS

JOB TITLE AND DESCRIPTION UPDATE - FINANCE ANALYST

Jennifer Hanson, General Manager, presented the item.

Public Comment: None

Board direction was given to bring the item back to the Board at a future Board meeting for consideration.

GENERAL MANAGER'S REPORT

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

- Rise Mine update
- Update on progress made in voluntary agreement process and recent presentation to the State Water Resources Control Board related to scientific basis report
- Chip Close, Water Operations Manager, provided a water update

BOARD OF DIRECTORS' ITEMS / REPORTS

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

- No report

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

- Working with constituents on a variety of items
- Inquiries received regarding Rise Mine
- Suggested public outreach/workshop regarding water transfers
- Providing a presentation with Chip Close, Director of Water Operations at an upcoming Nevada County Board of Realtors meeting

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

- Providing a presentation at Penn Valley Townhall meeting on February 23rd with Director Hull

January 25, 2023

- Asked Dustin Cooper, District Counsel, to share a recent weather report from Department of Water Resources meteorologist

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

- Workshop item at the February 8th Board meeting for priorities and potential projects for 2023
- Represented the District at an American Association of University Women meeting
- Anticipates providing presentations in the future to:
 - o Nevada County Contractors' Association
 - o Placer County Board of Realtors
 - o Lake of the Pines

Board discussion ensued regarding presentations and bringing forward a related workshop item

MEETING ADJOURNED at 11:10 a.m., to reconvene in regular session on Wednesday, February 8, 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