

RECLAMATION DISTRICT NO. 108

Minutes of the Regular Meeting

Of the Board of Trustees

April 18, 2013

President Durst called the Regular Meeting of the Board of Trustees to order at 8:34 a.m. on Thursday, April 18, 2013 at Reclamation District No. 108 headquarters, Wilkins Slough, Colusa County, California.

Trustees Present: Fritz Durst, Sean Doherty, Roger Cornwell and Mike Miller

Trustees Absent: Arnold Andreotti

Others Present: Lewis Bair, General Manager
Kathryn Chandler, Assistant Manager
Chad Navarrot, Operations Manager
Cathy Busch, Executive Secretary
Beverly Walls, Bookkeeper
Kevin O'Brien, Legal Counsel
Larry Mandelberg, Consultant
Carrie Andreotti, Landowner
Cameron Kaelin, Landowner

ADMINISTRATION

Agenda – Manager Bair reported that Landowner Cameron Kaelin wanted to address the Board regarding her water service. It was moved by Trustee Doherty, seconded by Trustee Miller and unanimously approved, to approve the Agenda as submitted.

Consent Agenda – After discussion, it was moved by Trustee Cornwell, seconded by Trustee Miller and unanimously approved to approve the consent agenda as presented.

Accounts Payable

After discussion, it was moved by Trustee Miller, seconded by Trustee Doherty and unanimously approved to approve the April Accounts Payable: Maintenance Fund in the amount of \$347,636; on-line and payments issued during March to be ratified in the amount of \$44,569 and Irrigation Fund in the amount of \$383,075.

Manager Bair reported that the District had a federal payroll tax audit, Trustees will now be issued W2s and will be required to fill out I-9 and W-4 Forms. It was also noted that the District provides uniforms and transportation to and from work that will now have to be considered as income and employees will have to pay taxes on these costs.

Public Participation – Landowner Cameron Kaelin told the Board that she was concerned with the low maximum deliveries to her fields 90A, B and C, totaling about 300 acres. She receives water from the Boyer Pipeline with a 30” pipe into a sump where she diverts into two 15” pipes and a surface ditch. Ms. Kailin raised concern that the metering program had the chance of further aggravating this problem. After further discussion, staff was directed to work with Ms. Kaelin regarding her water delivery service and installation of the SBX-7 measurement facility. Staff was further directed to work with Ms. Kaelin and bring back a memo with background and options for Board discussion.

BUSINESS ITEMS

1. Operations Report – Superintendent Navarrot reported on the progress of the installation of the new water measurement turnout facilities.

Superintendent Navarrot gave a status report on the El Dorado Bend Pumping Plant Maintenance Project. He said that the next stage will start with engineering of the pipe portion of the maintenance and working with Laugenour & Meikle on a bid package for the work. President Durst commended Superintendent Navarrot on the morale of the employees; everyone seems happy and working together well.

2. Board Workshop – Manager Bair introduced Mr. Larry Mandelberg from Beyond Point B to the Board. It was suggested that Mr. Mandelberg help the Board by facilitating a Board Workshop to help prepare a water rights protection strategy, refresh the Manager evaluation criteria and advise staff in finding a replacement for Assistant Manager Chandler. Manager Bair was directed to request a scope of work from Mr. Mandelberg with an estimated timeline and cost.

3. Measurement Program SBX7 – Manager Bair reported that staff is currently working on a policy for meters. Written recommendations will be requested from both ITRC Cal Poly and

Dauids Engineers regarding the type of meters the District should require. During 2013 staff will be running some tests on maximum flows from the turnout sites. This was a concern of landowners at the Prop 218 Hearing. Assistant Manager Chandler has been meeting with landowners regarding the number of turnouts in their fields. There have been some unique situations arise from these meeting. One situation came up where two fields take water from one turnout and the District was asked if one measurement box could be installed at the end of the canal instead of each field. This presents problems if the fields are owned or farmed by two separate entities. These types of situations will be handled as they are brought up and policies drafted or amended in order to keep an easily managed system.

4. El Dorado Pumping Plant Maintenance – There was discussion regarding the agreement between River Garden Farms and RD108 for the El Dorado Pumping Plant. Manager Bair noted that the repairs to the Pumping Plant will take about a year to complete. Manager Bair shared his interpretation of the historic cost sharing agreements for the El Dorado Bend Pumping Plant that would split the costs between RD108 and River Garden Farms. The Board suggested that Manager Bair send out the agreements for review. Manager Bair was asked to bring the discussion back to the Board at the next meeting for further consideration by the Board. Let it be known that Trustee Cornwell did not participate in any of the above discussion. Attorney O'Brien recommended an independent attorney to handle this matter since Downey Brand represents both the District and River Garden Farms.

5. Resolution No. 13-05 Authorizing Investment of Monies in LAIF – After discussion, it was moved by Trustee Doherty, seconded by Trustee Miller and unanimously approved to adopt Resolution NO. 13-05 in the matter of authorizing investment of monies in the Local Agency Investment Fund and further authorize both General Manager and Board President to execute and deliver any and all documents regarding these investments. RESOLUTION No. 13-05 is attached hereto and made a part hereof.

6. Purchasing Policy – After discussion, it was moved by Trustee Cornwell, seconded by Trustee Doherty and unanimously approved to amend the District Purchasing Policy to state that “all equipment or new capital investment costing more than \$5,000 will be recorded on the District’s fixed asset schedule and depreciated according to general accounting practices.”

7. Employee Retirement Program – After discussion, it was moved by Trustee Cornwell, seconded by Trustee Miller and unanimously approved to amend and adopt the Defined Contribution Plan per IRS requirement and to further designate the Personnel Committee and General Manager as the Plan Trustees.

8. 2013 Water Conservation Program – Assistant Manager Chandler reviewed the cost savings if rice growers had no spill and stated that it was the same as 2012. After discussion, it was moved by Trustee Doherty, seconded by Trustee Cornwell and unanimously approved to have a 2013 Water Conservation Program paying \$4 per acre for no spill, the same program as 2012.

INFORMATION REPORTS

NCWA's Report - Trustee Cornwell reported that there was no meeting; therefore he had nothing to report.

Sites Reservoir Report - President Durst reported Mr. Thad Betner and Mr. Jeff Sutton spoke to USBR regarding engaging URS, who is currently contracted by USBR to prepare the feasibility study for Sites, to work with the JPA on developing a locally preferred alternative.

Attorney's Report – Attorney O'Brien gave a status report on the 9th Circuit Court Hearing. The date for the oral argument has not been set yet, but should be the week of June 24.

Attorney O'Brien gave a status of Bay Delta activities. The BCDP has released several chapters of their Plan that includes 2 tunnels. He said that this Project will be very active in the next several years.

Attorney O'Brien reported on the State Water Resources Control Board. The Board is currently developing their update of the Bay Delta Water Quality Plan.

Assistant Manager's Report - Assistant Manager Chandler reported on the Winter Water License.

Manager's Report - Manager Bair reported on the proposed water operations for 2013. He proposed managing salinity a bit more aggressively due to landowner concerns in 2012. This will be accomplished by reducing reuse water and targeting a total diversion during the critical months to 75% of the District's contract supply.

RECESS

At 11:25 a.m. the meeting recessed for lunch. Those present at the meeting were invited to join the Board for lunch. The meeting reconvened at approximately 12:30 p.m.

ADJOURNMENT

There being no comments from the public and no further business to come before the Board, the meeting was adjourned at approximately 12:30 p.m.

Respectfully Submitted



Lewis Bair

Secretary/Manager