

# **RECLAMATION DISTRICT NO. 1601**

**306 Second Street  
Isleton, CA 95641**

## **Minutes of the Board of Trustees Regular Meeting January 11, 2022**

### **Meeting held by teleconference consistent with AB361.**

#### **1. CALL MEETING TO ORDER.**

President Barry Sgarrella called the regular meeting of the Board of Trustees (Board) to order on January 11, 2022, at 9:02 a.m. ROLL CALL: Attending by conference call: President Barry Sgarrella, Trustee Dave Huston and Trustee Preston Good, District's superintendent Mr. Ricky Carter, District's attorney Mr. Jesse Barton, District's accountant/treasurer Mrs. Perla Tzintzun-Garibay with Butterfield and Company. District secretary Mrs. Linda Carter, Ms. Otome Lindsey and Mr. Armando Martinez Jr. Absent: District's engineer Mr. Chris Neudeck.

#### **2. PUBLIC COMMENT: ANY PERSON MAY SPEAK ON ANY TOPIC INCLUDING ANY AGENDA ITEM LISTED BELOW, PROVIDED IT IS WITHIN THE JURISDICTION OF RD 1601.**

Mr. Armando Martinez Jr. addressed the Board, and he asked if the employment for maintenance work/operator was still open to receive applications. Mr. Martinez Jr. would like to help his father Mr. Armando Martinez Sr. to put his application in, but did not know when the deadline was. Mr. Martinez Jr. was told that the Board would consider his father Mr. Martinez Sr.'s application during the closed session.

#### **3. CLOSED SESSION: PUBLIC EMPLOYMENT TITLE: MAINTENANCE WORKER/OPERATOR**

At 9:12 am the Board of Trustees went into closed session.

At 9:52 am the Board of Trustees opened the meeting.

Roll Call: President Sgarrella, Trustee Huston, Trustee Good, Mr. Jesse Barton, Mrs. Perla Tzintzun-Garibay, Mr. Ricky Carter, Mrs. Linda Carter and Armando Martinez Jr. (left at 10:00 am).

President Sgarrella gave a report on the closed session: No reportable action taken.

A special meeting will be called to order on January 20, 2022, the Board will conduct interviews during a closed session. Interviews will start at 1:00 pm by telephone.

#### **4. MINUTES REGULAR MEETING.**

Trustee Good entertained a motion to approve the December 21, 2021, regular meeting minutes as written, motion was seconded by President Sgarrella VOTE: AYES: President Sgarrella, Trustee Huston and Trustee Good NOES: None ABSTAIN: None ABSENT: None, motion carried.

#### **5. ACCOUNTS PAYABLE.**

Mrs. Perla Tzintzun-Garibay went over the accounts payable, accounting notes and financial statements with the Board. She also noted the following payments made between meetings:

On January 6, 2022, deposited \$401 from State Compensation Insurance Fund 2020 dividend.

On January 7, 2022, EFT payment to PERS for \$4,467.86, due to timing of due date.

On January 12, 2022, payment \$605.04 with check 11959 to Central Valley Waste Services, due to timing of due date.

On January 12, 2022, payment \$128.17 with check 11970 to Ramos Oil Inc., due to timing of due date.

After today's meeting Mrs. Perla Tzintzun-Garibay will FedEx the account payables, checks and documents for President Sgarrella to sign and send back to her with Board approval. Mrs. Perla Tzintzun-Garibay reminded the Board that the District paid their portion to the District's retirement account. Went over the bait that was purchased in bulk, Paul Graham Drilling invoices (invoice for the District's pump station trash rack rebuilt) and Lira's Welding Services for repairs to the gate located at the District's pump station.

Mr. Juan Mercado told the Board that he and Mrs. Perla Tzintzun-Garibay have been trying to take his old phone number he had with the District (with AT&T) and change over to his personal account with T-Mobile. He said that he will owe the District phone charges on the District's December 1<sup>st</sup> invoice and going forward until Mr. Mercado can get this matter straightened out with T-Mobile. After some discussion President Sgarrella entertained a motion to approve to pay total accounts payable of \$35,049.66, and the transfer of \$40,000, from Bank of Stockton 1878 (General Account) into the Bank of Stockton 4201 (Checking Account), to pay the invoices presented today, motion was seconded by Trustee Huston, VOTE: AYES: President Sgarrella, Trustee Huston and Trustee Good NOES: None ABSTAIN: None ABSENT: None, motion carried. After some discussion Trustee Huston entertained a motion to approve the transfer of \$5,847.68, from Bank of Stockton 2223 (SMFA) Wetland Development, into the Bank of Stockton 1878 (General Account), motion was seconded by Trustee Huston, VOTE: AYES: President Sgarrella, Trustee Huston and Trustee Good NOES: None ABSTAIN: None ABSENT: None, motion carried.

**6. BOARD TO REVIEW AND POSSIBLY APPROVE REMOVING FORMER EMPLOYEE FROM DISTRICT RETIREMENT PLAN AND UPDATING PLAN DOCUMENTS TO REFLECT CHANGES TO TRUSTEES.**

Mrs. Perla Tzintzun-Garibay asked the Board to consider approving removing Mr. Marvis McBride from the District's retirement plan. Mr. McBride has chosen to roll over his account into a personal IRA account. Trustee Good needs to be added to the account as one of the District trustees. After some discussion President Sgarrella entertained a motion to remove Mr. Marvis McBride from the District's retirement fund account and to add Trustee Good as one of the District's trustees, motion was seconded by Trustee Huston, VOTE: AYES: President Sgarrella, Trustee Huston and Trustee Good NOES: None ABSTAIN: None ABSENT: None, motion carried. Mrs. Perla



Tzintzun-Garibay will send the necessary document to President Sgarrella to sign and Mr. Ken Levy will coordinate signature and DocuSign to add Trustee Good to the accounts. Mrs. Perla Tzintzun-Garibay told the Board that she has talked with Mr. McBride by phone, about changing his health plan to Cobra, Mr. McBride told her he is requesting to be removed from the health plan. Mr. McBride will stay on the District's health plan through PERS until March 2022.

**7. BOARD TO HEAR AN UPDATE AND INFORMATION FOR FLOOD FIGHTING PREPAREDNESS AND FLOOD FIGHTING SUPPLIES STATE WAREHOUSE SUPPLY ON TWITCHELL ISLAND.**

Mr. Ricky Carter thanked Trustee Huston for his help in finding the DWR contact person for the Twitchell Island State Compound Flood Fighting Supplies Warehouse. Mr. Carter checked out the supplies, he took pictures of the supplies and he told the Board that there is a lot of bags, buttons, stakes, and sand bag material. Mr. Carter told the Board that the supplies still look in good condition, they have been out of the weather. Mr. Carter told the Board that on Brannan Island they have a "sea" train container with some supplies stored. There was talk of having a fork lift at the warehouse. Mr. Carter reported that there is no fork lift at the warehouse at this time. He has used the District's tractor with forks on the tractor to load pallets. If need be the District could always rent a fork lift. The District has plug and bentonite stored in the warehouse.

**8. BOARD TO DISCUSS ESTABLISHING AN INTERNET CONNECTION AT THE DISTRICT OFFICE.**

President Sgarrella told the Board that he requested this item to be placed on the agenda for discussion. He said that people are moving files into the cloud and you need internet connection to retrieve the files and he believes that it would be beneficial for the District to ask RD 341 to share in the cost of internet services at the Isleton District office. Mrs. Perla Tzintzun-Garibay told the Board that AT&T has hardware, the initial cost is \$329.99, and then it's \$40.00 per month. The speed will be determined by what the speed is in that particular area. After some discussion it was decided to wait and see what RD 341 has to say in the matter before making a final decision on purchasing the equipment and the monthly bill from AT&T.

**9. HEAR AN UPDATE ON THE DISTRICT'S WEBSITE.**

President Sgarrella told the Board that he had gotten in touch with MAYCO, they have a class that Mrs. Linda Carter can take. Mrs. Carter told the Board that she was waiting for the holidays to get over before scheduling time to take the class. The class will cost around \$200.00 and it will be a 5 to 7 hour class.

**10. BOARD TO REVIEW AND POSSIBLY APPROVE INCREASING THE MAXIMUM NUMBER OR HOURS THE DISTRICT SECRETARY MAY BE PAID PER MONTH TO ALLOW FOR ADDITIONAL TIME TO ENTER DATA TO KEEP THE DISTRICT'S WEBSITE UPDATED.**

President Sgarrella told the Board he had requested this matter to be placed on the agenda. After the previous employee review Mrs. Linda Carter's hours were changed to

30 hours per month. Now with more work being added, such as input and working with the website Mrs. Carter's hours need to be increased. After some discussion President Sgarrella entertained a motion to increase Mrs. Carter's hours from 30 hours to 35 hours a month, motion was seconded by Trustee Huston, VOTE: AYES: President Sgarrella, Trustee Huston and Trustee Good NOES: None ABSTAIN: None ABSENT: None, motion carried.

**11. BOARD TO DISCUSS AND POSSIBLY ISSUE AN ENCROACHMENT PERMIT TO USGS TO INSTALL SEISMIC MONITORING EQUIPMENT.**

At this time, the driller for the USGS has not come out to Twitchell Island to do any drilling. Mr. Ricky Carter told the Board that he had received a phone call, they stated that the driller will be out to drill sometime around January 24<sup>th</sup>.

**12. USGS TO PRESENT TO THE BOARD A PROPOSAL TO INSTALL A WATER QUALITY MONITORING EQUIPMENT ON RD DRAINAGE PUMPING LOCATIONS.**

Mr. Jesse Barton reported to the Board that at last month's meeting the Board approved the Encroachment Permit to be issued to USGS for installing the water quality monitoring equipment at the District's drainage pumping station when the District receives a check from USGS for \$1,000 for the permit fee. Mrs. Perla Tzintzun-Garibay told the Board that she has not received any such check.

**13. BOARD TO DISCUSS AND POSSIBLY PURCHASE A DRONE FOR THE USE OF SPRAYING HERBICIDES ALONG THE DISTRICT'S CANAL, TOE DITCHES AND SEVENMILE SLOUGH.**

Mr. Ricky Carter told the Board that he was asked by Trustee Good, if someone could come and show us how spraying herbicides with a drone works. Mr. Carter told the Board that he had been in touch with the Sacramento County agriculture commissioner, it was suggested that he get in touch with the Yolo/Sacramento County Vector for information. President Sgarrella suggested that we will need more information, such as if an herbicide applicator can come and spray for the District and at what cost. The price range for a drone that sprays is \$25,000-\$30,000. Mr. Carter will inform the Board of his findings.

**14. BOARD TO HEAR AN UPDATE AND DISCUSS EXPLORING A SOLAR POWER ALTERNATIVE TO POWER THE RD- 1601 PUMP STATION.**

President Sgarrella reported to the Board that ENGEO (soils engineers) came and completed the additional boring that is required for design level for the solar array.

Mr. Ricky Carter was there when ENGEO was drilling and saw the different types of soils that came out. Waiting for ENGEO's final soil report.

The PG&E bill for this month is \$8,183.41 (1201/2021-12/28/2021), 80% was used for power. Very little Demand Charge was on the bill this period \$616.00.

**15. BOARD TO DISCUSS AND DECIDE WHETHER TO RESUME IN-PERSON MEETINGS OR ALLOW BOARD MEMBERS TO ATTEND FROM REMOTE LOCATIONS.**



Mr. Jesse Barton told the Board that if the Board wishes to hold remote meetings, then the District will need to approve a resolution every 30 days (before each District meeting) that extends the Board's desire to hold remote meetings. After some discussion President Sgarrella entertained a motion to approve Resolution No. 2022-01 Ratifying the COVID-19 State of Emergency and Authorizing Remote Teleconference Meetings Pursuant to the Ralph M. Brown Act, motion was seconded by Trustee Huston, VOTE: AYES: President Sgarrella, Trustee Huston and Trustee Good NOES: None ABSTAIN: None ABSENT: None, motion carried.

**16. PROJECT FUNDING AGREEMENT TW-14-1.1-PROJECT FUNDING AGREEMENT FOR A HABITAT ENHANCEMENT PROJECT ON TWITCHELL ISLAND (EXPIRES 12/31/2021). THE BOARD WILL HEAR A STATUS UPDATE AND DISCUSS.**

Ms. Otome Linsey gave the Board an update, she has turned in the release form for the PFA. Mrs. Perla Tzintzun- Garibay is in the final stage of calculating the retention held in the PFA, once that is completed she will send DWR an invoice.

**17. PROJECT FUNDING AGREEMENT FOR THE TWITCHELL ISLAND MITIGATION ENHANCEMENT (TIME) PROJECT (TW- 21-1.0 EXPIRES 12/31/2027). THE BOARD WILL HEAR A STATUS UPDATE.**

Ms. Otome Lindsey reported to the Board at last month's District meeting the Board approved sending the letter to Ms. Jennifer Hogan with Department of Water Resources (DWR), requesting Amendment No.1, for Project Funding Agreement TW-21-1.0, requesting to increase the amount of project funds by \$3,060,548 to a total amount payable of \$4,938.691. Of this amount \$760,548 will be used for the creation of an endowment to fund the long-term operation and maintenance of the habitat. The term of the agreement shall remain the same and be effective to December 31, 2027, she sent the documents to Department of Water Resources attorneys to review. After the documents have been reviewed DWR will sign off on the agreement. Ms. Lindsey told the Board she has been working with Mr. Jesse Barton and Ducks Unlimited on an Agreement with them. They are working out labor compliance issues with Ducks Unlimited. Mrs. Perla Tzintzun-Garibay told the Board she requested 6 months advance from the PFA using Ducks Unlimited budget.

**18. DWR AGREEMENT "SUBSIDENCE MITIGATION FUNDING AGREEMENT" UNDER THIS AGREEMENT, DWR WILL FUND HABITAT CONSTRUCTION AT THE EAST END OF TWITCHELL ISLAND AND RE-ALIGN THE LEVEE AT CHEVRON POINT AND THE RICE PROJECT (SMFA EXPIRES 12/31/2024). THE BOARD WILL HEAR A STATUS UPDATE AND DISCUSS.**

Nothing to report.

**19. PROJECT FUNDING AGREEMENT TW-18-1.0-SP-DELTA LEVEES SPECIAL FLOOD CONTROL PROGRAM FIVE YEAR AGREEMENT (EXPIRES 12/31/2021). THE BOARD WILL HEAR A STATUS UPDATE AND DISCUSS.**

Nothing to report.

**20. ENGINEER'S REPORT:** Mr. Chris Neudeck's engineering report is attached to the minutes.

**I. Districts Drainage Pump Stations**


- A. President Sgarrella will present status to replace motor on Pump No. 2 on behalf of Mr. Christopher H. Neudeck. President Sgarrella told the Board that Mr. Ricky Carter and Mr. Mat Boring met and the Board approved to replace the motor 125HP instead of 100HP (that was in there before it was pulled). Mr. Greg Moorman, Mr. Chris Neudeck and President Sgarrella talked about changing the 100HP to 125HP. President Sgarrella had a discussion on the size of wire, 4 gauge wire or 2 gauge wire that will be needed for whichever pump is decided to be installed. President Sgarrella said there are still questions that need to be answered before any recommendations can be made. He would like Mr. Greg Moorman and KSN put all the information in a two page report, so everyone can review before a meeting and a decision is made. President Sgarrella in the past the District has ran (2) pumps have pumping water off island effectively.

**21. SUPERINTENDENT REPORT:** Mr. Ricky Carter.

- Routine levee patrols daily.
- Checked pumps and oil in the pumps at pump station daily.
- Check water elevation in the canal daily.
- Posted as directed by Board on Indeed, Isleton District Office and the Isleton Post Office for the District's position of maintenance worker/operator.
- Placed calls to Mr. Ken Tucker, Mr. Dave Brown and Russ to be put on flood fight list for making rounds.
- Fixed leak by water well.
- Primed the pump at the Met Barn.
- After 3 days, removed the job from posting from Indeed and removed wanted flyer from the District's office and the Isleton Post Office.
- Power outages at the District's pump station.
- Mr. Marvis McBride sprayed the blackberries at Levee Station 390+00 to the Setback Levee.
- Fixed gate at the District's pump station.
- On December 20, 2021, Mr. Richard Silva started moving cattle out.
- Sail boat at Levee Station 450+00, it was later removed.
- Retrieved the numbers from the NOAA trailer for Mrs. Perla Tzintzun-Garibay.
- Met with Mr. Dave Carr (KSN) and Mr. Matt Boring on the District's pump number 2.
- Mr. Ricky Carter spoke to Sacramento County and the recommended to call the Yolo/Sacramento county vector control about Drone application information.


**22. ADJOURN:**

The next regular meeting of the Board of Trustees will be called to order February 15, 2022, at 9:00 am, the regular meeting was adjourned at 11:23 am.



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Presiding Trustee of the Regular Meeting January 11, 2022, certified the above minutes.



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Secretary