

**BASIN IRRIGATION AND DRAINAGE AUTHORITY
(BIDA)**

Meeting Held on January 9, 2024

Trustees of the Basin Irrigation and Drainage Authority met in person in the office in Kirkville, California, at 10:00 a.m. on **January 9, 2024**

Trustees Present: Bill Henle, Mark Richter, John Penning, Anthony Van Ruiten

Trustee Absent: Neil Dougherty

Also, Present: Roger Cornwell, General Manager Jon Scott, Operations Manager, Heather Munoz, Operations Assistant, Melissa Patterson Finance Manager, Venus Tenell, Executive Assistant, Rob McAllister

The meeting was called to order at 10:00 a.m. by Trustee Bill Henle

A copy of the written notice of the meeting was posted and emailed to each Trustee on **January 5, 2024**, and incorporated in these minutes.

Approval of Agenda

On MOTION of Trustee Richter and seconded by Trustee Van Ruiten and unanimously approved the agenda for the January 9, 2024, meeting, was approved.

Approval of November 21st meeting minutes

On MOTION of Trustee Richter and seconded by Trustee Van Ruiten and unanimously approved the meeting minutes of the November 21st meeting, were approved.

PUBLIC COMMENT:

None

GENERAL MANAGER REPORT- ROGER CORNWELL

PRESENTATION OF NEW BIDA WEBSITE- ROB MCALLISTER- GM Cornwell introduced Rob McAllister to the board. Rob gave the board a little background on the mission of the website and how it came to be from talking with OM Scott and GM Cornwell. The board suggested putting links to the other websites at the top of the page as opposed to the bottom. The board asked about possibly having a grower portal to be able to put in data, crop plans, water use etc. GM Cornwell will look into the grower portal.

APPROVAL OF 2024 HANDBOOK- GM Cornwell went over the changes to the handbook. The major changes were to be compliant with California state laws for 2024. This new handbook will get us all up to date for 2024. The Trustees asked GM Cornwell questions about some of the new laws in place this year.

On MOTION of Trustee Van Ruiten and Seconded by Trustee Richter and unanimously approved the 2024 BIDA handbook, was approved.

OPERATIONS MANAGER REPORT: JON SCOTT

MAINTENANCE PLANNING- We are finishing winter water. We have been able to work on getting structures and crossings in. With the rainy weather we can get material ready for the bigger pipe structures we need to fix. We are well under 100 intakes to get them all switched over to the measurable delivery system. Tisdale has the meter put in, once the canal is drained the external ones will be put in. We have been pumping at Karnak so the pump can be put back in. It takes 8 employees to pump at both pump plants which takes away from the other work to be done.

TRAINING OPPORTUNITIES- We will be sending 6 ditch tenders to the ITRC Flow Measurement training at Chico State at the end of this month. We picked up a new Ditch tender with 7 years of experience and he is taking over District 2. OM Scott answered board member questions.

FINANCE MANAGER REPORT: MELISSA PATTERSON

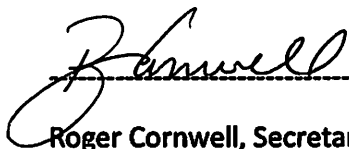
FINANCIAL REVIEW- Manager Patterson went over the financial review. She went into detail about how the allocation of payroll is figured. She explained to the board about ADP, our time keeping system lets the employee choose which job they are working on, and that job is linked to either RD 1500 or SMWC. The board asked how and why we chose ADP. GM Cornwell answered the questions from the board members. The check register for November and December 2023 was ratified by the board.

NEXT MEETING DATE: The Board discussed their schedules to see if our current date and time works for everyone. It has been decided to change the board meetings to the second Tuesday of the month in the afternoon.

OTHER MATTERS: None

ADJOURN-

There being no further business to come before the Board of Trustees, the meeting was adjourned at 11:07 AM.



Roger Cornwell, Secretary