

AGENDA
OLIVEHURST PUBLIC UTILITY DISTRICT (OPUD)
BOARD OF DIRECTORS REGULAR MEETING
7:00 p.m., Thursday, July 15, 2021
LOCATION: Virtual Board Meeting

CORONAVIRUS (COVID-19) ADVISORY NOTICE

PUBLIC ADVISORY: THE OPUD BOARD ROOM WILL NOT BE OPEN TO THE PUBLIC

To ensure the health and safety of the public by limiting human contact that could spread the COVID-19 virus, the Board chambers will not be open for the meeting. To maintain transparency and public access, Board members and the public will be participating virtually or telephonically and will not be physically present in the Board Room.

If you would like to speak on an agenda item, you can access the meeting remotely:

Join from a PC, MAC, iPad, iPhone, or Android device. Although your image will not be shown on the video conference, you will be able to listen and view the meeting on Zoom.

Link and password for Virtual Board Meeting will be available on our website at www.opud.org or contact the OPUD Business Office at (530) 743-4657

Note: Your phone number will appear on the screen unless you first dial *67 before dialing the numbers provided on our website.

If you want to comment during the public comment portion of the Agenda, you can use the "Raise Hand" function in Zoom or you can Press *9 if you are calling in. The acting Board Clerk will select you from the meeting cue. Please be patient while waiting in the cue.

If you do not want to speak during the public comment portion of the Agenda, you are also encouraged to submit email correspondence to britchie@opud.org.

Email comments will be accepted up until 6:00 PM the day of the meeting and forwarded to the Board of Directors, posted to the OPUD website, and placed in OPUD's permanent records.

Email messages should be sent to britchie@opud.org. If you choose to submit an email, please note in the Subject Line the part of the Agenda your email pertains to.

For example, you can type in the Subject Line,
"Agenda Item 6 – District Business" or "Agenda Item 8 – Business Office".

Our Mission is to provide superior, environmentally sensitive services to responsibly enhance our community.

We will do this by focusing on:

- *District growth,*
- *Maintaining a positive public image*
- *Recreation and parks*
- *Sustainable long-term fire protection*
- *Fully depreciating our facilities*
- *Ensuring organizational stability*

**D/A - Discussion/Action

Materials related to an item on this agenda submitted to the Olivehurst Public Utility District Board of Directors after distribution of the agenda packet are available for public inspection in the Olivehurst Public Utility District Office, 1970 9th Avenue in Olivehurst during normal business hours or online at <http://www.opud.net>. These proceedings may be recorded by a person or persons other than the District Clerk and as such, are not controlled by Olivehurst Public Utility District. Effort will be made to address the agenda items in the order shown. However, the Board President has the discretion to address items out of sequence for the convenience of the public and/or the Board Members. In compliance with the American with Disabilities Act, the meeting room is wheelchair accessible and disabled parking is available. If you have a disability and need disability-related modifications or accommodations to participate in this meeting, please contact the Clerk of the Board at (530) 743-0317 or (530) 743-3023 (fax). Requests must be made one full business day before the start of the meeting. To place an item on the agenda, contact the contact the Clerk of the Board at (530) 743-0317.

1. Call to Order – Meeting was called to order at 7:00 p.m. by Director Floe.

2. Pledge of Allegiance

3. Roll Call

Directors Present: Director Nelson, Director Perrault, and Director Floe
 Directors Absent: Director Burbank and Director Griego

Also Present: John Tillotson, General Manager; Karin Helvey, Financial Manager; Deirdre Joan Cox, Legal Counsel; Cindy Van Meter, Office Manager; Christopher Oliver, Public Works Engineer; Bri Anne Ritchie, District Clerk; and other interested parties.

4. Public Participation

Items appearing on this agenda: When your item(s) is called, the Board Clerk will announce your opportunity to address the Board. Comments should be limited to 3 minutes per speaker.

Items not appearing on this agenda: members of the public may address the Board on any matter within the Board’s jurisdiction that does not appear on posted agenda. No action may be taken on any matter that is not on the posted agenda. Members of the public wishing to address the OPUD Board at this time are requested use the raise hand feature, state your name and residency for the record, and begin your address to the Board. Comments should be limited to 3 minutes per speaker.

5. Consent Agenda – The Consent Agenda groups together those items which are considered routine and noncontroversial, or for which prior policy direction has been given to staff. Items in this category are typically adopted in total by one motion, though the Board may, upon the request of Directors, Staff, or any member of the public, consider any matter separately–D/A

5.1. [Approve Minutes of the June 17, 2021 Regular Meeting.](#)

5.2. [Approve Minutes of the June 23, 2021 Special Meeting.](#)

5.3. [Approve Minutes of the June 29, 2021 Special Meeting.](#)

5.4. [Approve June 2021 Claims for Payment.](#)

5.5. [Approve June 2021 Overtime Report.](#)

5.6. [Review Revenue and Expenditure Summary July 7, 2021 FY 2021 \(Strategic Plan 5.3 & 5.4\).](#)

5.7. [Review Water Sales June 2016 to June 2021 \(Strategic Plan 5.1, 5.3\).](#)

5.8. [Review Invoice Cloud Activity through June 30, 2021 \(Strategic Plan 5.1, 5.3\).](#)

- 5.9. [Review approved Review for Consideration of Resolution 2081 Waiver for 1718 11th Avenue.](#)
- 5.10. Approve merit increase for Dan Nielsen, Wastewater Collection System Operator II/District Inspector II, Step 4 to Step 5, retroactive to June 23, 2021.
- 5.11. Entertain motions for approval of consent agenda and take roll as appropriate.

A motion was made by Director Perrault and seconded by Director Nelson to approve the consent agenda. The motion passed as follows:

Ayes: Directors Nelson, Perrault, and Floe
Noes: None
Absent: Directors Burbank and Griego

6. District Business

- 6.1. [Discuss Voting Rights Act Ward Based OPUD Board Elections – D/A](#)
 - 6.1.1. Public comment
 - 6.1.2. Questions/comments from Directors
 - 6.1.3. Entertain motions from Directors

Directors received an update. No motion was made.

- 6.2. [Consider approving OPUD Resolution No. 2374, a resolution of intent for annexation of property into OPUD CFD 2005-2 for parks maintenance \(Annexation No. 9\) – D/A](#)
 - 6.2.1. Public comment
 - 6.2.2. Questions/comments from Directors
 - 6.2.3. Entertain motions from Directors

A motion was made by Director Perrault and seconded by Director Nelson to approve OPUD Resolution No. 2374, a resolution of intent for annexation of property into OPUD CFD 2005-2 for parks maintenance (Annexation No. 9). The motion passed as follows:

Ayes: Directors Nelson, Perrault, and Floe
Noes: None
Absent: Directors Burbank and Griego

- 6.3. [Consider approving Budget Amendments and approve 2020-21 Budget Amendment 2 – D/A](#)
 - 6.3.1. Public comment
 - 6.3.2. Questions/comments from Directors
 - 6.3.3. Entertain motions from Directors

A motion was made by Director Perrault and seconded by Director Nelson to approve Budget Amendments and approve 2020-21 Budget Amendment 2. The motion passed as follows:

Ayes: Directors Nelson, Perrault, and Floe
Noes: None
Absent: Directors Burbank and Griego

7. Public Works

Parks

7.1. Receive an update on the OPUD Parks Master Plan – D/A

- 7.1.1. Public comment
- 7.1.2. Questions/comments from Directors
- 7.1.3. Entertain motions and take roll as appropriate

Directors received an update. No motion was made.

7.2. [Discuss accepting land from Yuba County for the Plumas Lake Community Park – D/A](#)

- 7.2.1. Public comment
- 7.2.2. Questions/comments from Directors
- 7.2.3. Entertain motions and take roll as appropriate

Directors discussed this item. No motion was made.

7.3. [Consider awarding the Swimming Pool Resurfacing Project contract to STS, Inc. pending funding – D/A](#)

- 7.3.1. Public comment
- 7.3.2. Questions/comments from Directors
- 7.3.3. Entertain motions and take roll as appropriate

A motion was made by Director Nelson and seconded by Director Perrault to award the Swimming Pool Resurfacing Project contract to STS, Inc. pending funding. The motion passed as follows:

Ayes: Directors Nelson, Perrault, and Floe
Noes: None
Absent: Directors Burbank and Griego

7.4. [Consider approving the Special Events Application from Cobblestone Crocs PTO for the Plumas Lake Block Party Beer Garden – D/A](#)

- 7.4.1. Public comment
- 7.4.2. Questions/comments from Directors
- 7.4.3. Entertain motions and take roll as appropriate

A motion was made by Director Nelson and seconded by Director Perrault to approve the Special Events Application from Cobblestone Crocs PTO for the Plumas Lake Block Party Beer Garden upon receiving the deposit, certificate of insurance, ABC license, security company information and their certificate of insurance. The motion passed as follows:

Ayes: Directors Nelson, Perrault, and Floe
Noes: None
Absent: Directors Burbank and Griego

Water/Wastewater

7.5. [Receive update on South County infrastructure – D/A](#)

- 7.5.1. Public comment
- 7.5.2. Questions/comments from Directors
- 7.5.3. Entertain motions and take roll as appropriate

Directors received an update. No motion was made.

7.6. [Consider approving the Plumas Lake water capacity study proposal – D/A](#)

- 7.6.1. Public comment
- 7.6.2. Questions/comments from Directors
- 7.6.3. Entertain motions and take roll as appropriate

A motion was made by Director Nelson and seconded by Director Perrault to approve the Plumas Lake water capacity study proposal. The motion passed as follows:

Ayes: Directors Nelson, Perrault, and Floe
Noes: None
Absent: Directors Burbank and Griego

7.7. [Consider awarding contract to lowest bidder for the Meter Installation Project – D/A](#)

- 7.7.1. Public comment
- 7.7.2. Questions/comments from Directors
- 7.7.3. Entertain motions and take roll as appropriate

A motion was made by Director Nelson and seconded by Director Perrault to reject all bids received for the Meter Installation Project. The motion passed as follows:

Ayes: Directors Nelson, Perrault, and Floe
Noes: None
Absent: Directors Burbank and Griego

7.8. [Consider signing Grant Agreement with YWA for the IRWM Grant for OPUD’s Steel Main Replacement Project – D/A](#)

- 7.8.1. Public comment
- 7.8.2. Questions/comments from Directors
- 7.8.3. Entertain motions and take roll as appropriate

A motion was made by Director Perrault and seconded by Director Nelson to approve signing the Grant Agreement with YWA for the IRWM Grant for OPUD’s Steel Main Replacement Project. The motion passed as follows:

Ayes: Directors Nelson, Perrault, and Floe
Noes: None
Absent: Directors Burbank and Griego

7.9. [Consider publishing a RFP for PLC Programming Services – D/A](#)

- 7.9.1. Public comment
- 7.9.2. Questions/comments from Directors
- 7.9.3. Entertain motions and take roll as appropriate

A motion was made by Director Perrault and seconded by Director Nelson to approve publishing a RFP for PLC Programming Services. The motion passed as follows:

Ayes: Directors Nelson, Perrault, and Floe
Noes: None
Absent: Directors Burbank and Griego

8. Fire Department

8.1. [Consider approving Resolution No. 2375, authorizing collection of California Heartlands fire suppression assessment for Fiscal Year 2021-22 \(Strategic Plan 5.3 & 5.4\) – D/A](#)

- 8.1.1. Public comment
- 8.1.2. Questions/comments from Directors
- 8.1.3. Entertain motions and take roll as appropriate

A motion was made by Director Perrault and seconded by Director Nelson to approve Resolution No. 2375, authorizing collection of California Heartlands fire suppression assessment for Fiscal Year 2021-22. The motion passed as follows:

Ayes: Directors Nelson, Perrault, and Floe
Noes: None
Absent: Directors Burbank and Griego

9. Business Office

9.1. [Consider rescinding Resolution 2194 and authorize staff to remove the 27th payroll adjustment – D/A](#)

- 9.1.1. Public comment
- 9.1.2. Questions/comments from Directors
- 9.1.3. Entertain motions and take roll as appropriate

A motion was made by Director Nelson and seconded by Director Perrault to rescind Resolution 2194 and authorize staff to remove the 27th payroll adjustment. The motion passed as follows:

Ayes: Directors Nelson, Perrault, and Floe
Noes: None
Absent: Directors Burbank and Griego

10. Human Resources

10.1. [Consider approval of Juneteenth Federal Holiday \(June 19th\) to be observed as a District holiday and authorize staff to prepare necessary Resolution – D/A](#)

- 10.1.1. Public comment
- 10.1.2. Questions/comments from Directors
- 10.1.3. Entertain motions and take roll as appropriate

Directors discussed this item. No motion was made.

11. Board Committee Schedule

11.1. August 2021 Committee Meeting Schedule.

11.1.1. Fire & Safety Committee – Tuesday, August 3, 2021 at 5:00 p.m.

11.1.2. Parks & Recreation Committee – Tuesday, August 3, 2021 at 4:00 p.m.

11.1.3. Water & Wastewater Committee – Wednesday, August 4, 2021 at 5:45 p.m.

12. Reports (non-action items)

12.1. [July Fire Department Committee Report.](#)

12.2. [July Parks Department Committee Report.](#)

12.3. [July Water & Wastewater Department Committee Report.](#)

12.4. Report from the General Manager.

12.5. Report from Legal Counsel.

12.6. Reports from Directors.

12.7. Public comment.

13. Correspondence

13.1. [Residential water conservation message and tips from YWA to be posted at the District and mailed to customers.](#)

14. Closed Session – Closed session convened at 8:00 p.m.

14.1. Conference with Labor Negotiator (Gov. Code § 54957.6) – It is the intention of the Board to meet in closed session to review its position and to instruct its designated representatives:

Agency Designated Representative: John Tillotson, General Manager

Name of Employee Organization: Operating Engineers Local Union No. 3 Public Employees Division, on Behalf of the Business and Utility Unit

14.2. Conference with Labor Negotiator (Gov. Code § 54957.6) – It is the intention of the Board to meet in closed session to review its position and to instruct its designated representatives:

Agency Designated Representative: John Tillotson, General Manager

Name of Employee Organization: Management Professional Employees Association (MPEA)

14.3. Conference with Legal Counsel – Existing Litigation pursuant to Government Code Section 54956.9(d).

Name of Case: Damon Chavez & Michael Welch v. Olivehurst Public Utility District, Perry Jackson

14.4. Conference with Legal Counsel – Significant Exposure to Litigation pursuant to Government Code Section 54956.9(d)(2): Number of potential cases: One

15. Meeting Reconvened – Closed session was adjourned at 8:23 p.m.

15.1. Announcement of reportable actions taken in closed session.

No reportable actions to report.

16. Adjourn

16.1. Entertain motion to adjourn.

A motion was made by Director Nelson and seconded by Director Perrault to adjourn the meeting. The motion passed as follows:

Ayes: Directors Nelson, Perrault, and Floe

Noes: None

Absent: Directors Burbank and Griego

The meeting was adjourned at 8:24 p.m.