

AGENDA
OLIVEHURST PUBLIC UTILITY DISTRICT (OPUD)
BOARD OF DIRECTORS REGULAR MEETING
7:00 p.m., Thursday, December 16, 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".

In compliance with AB 361:

1. Consistent with all OPUD meetings, this meeting will be conducted in a manner that protects the statutory and constitutional rights of the parties and the public appearing before the legislative party.
2. If there is a disruption to the meeting broadcast or in the ability to take call-in or internet-based public comment, no further action can be taken on agenda items until the issue is resolved.
3. OPUD will not require comments to be submitted before the start of the meeting. Each member of the public will be allowed to make "real time" public comment.

**D/A - Discussion/Action

4. As is its practice, OPUD will provide a reasonable time for public comment. As is its customary practice for public comment, OPUD's public comment period will be left open until the time expires.
5. All votes in OPUD meetings will be taken by roll call.

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*

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 7:01 p.m. by Director Floe
2. Pledge of Allegiance
3. Roll Call

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

Also Present: John Tillotson, General Manager; Karin Helvey, Financial Manager; Deirdre Joan Cox, Legal Counsel; Cindy Van Meter, Office Manager; Randy York, Fire Chief; 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.

No members of the public were present.

5. Comments from Outgoing President

Director Floe made a brief comment about the District's accomplishments over the past year and thanked the staff and other Directors for their hard work.

6. Election of Officers of the Board

6.1. President of the Board – D/A

A motion was made by Director Perrault and seconded by Director Nelson nominating Director Griego as the Board President. The motion passed as follows:

Ayes: Directors Nelson, Perrault, Floe, and Griego

Noes: None

Absent: Director Burbank

6.2. Vice President of the Board – D/A

A motion was made by Director Perrault and seconded by Director Floe nominating Director Nelson as the Board Vice President. The motion passed as follows:

Ayes: Directors Floe, Nelson, Perrault, and Griego

Noes: None

Absent: Director Burbank

6.3. Discuss process for Committee Assignments – D/A

Directors discussed committee assignments. No changes or motions were made.

6.4. Discuss extending sunsets on ad-hoc committees – D/A

Directors discussed ad-hoc committee assignments and extended all ad-hoc committees through the end of 2022. No changes to ad-hoc committee assignments or motions were made.

6.5. Examine and consider modifications to the current Committee scheduling process – D/A

Directors discussed modification to current committee schedules. No changes or motions were made.

7. 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

7.1. Approve Minutes of the November 18, 2021 Regular Meeting.

7.2. Approve Minutes of the December 02, 2021 Special Board Meeting.

7.3. Approve November 2021 Claims for Payment.

7.4. Approve November 2021 Overtime Report.

- 7.5. [Review Revenue and Expenditure Summary November 22, 2021 FY 2021 \(Strategic Plan 5.3 & 5.4\).](#)
- 7.6. [Review Water Sales November 2015 to November 2021 \(Strategic Plan 5.1, 5.3\).](#)
- 7.7. [Review Service Water Account Analysis October 2021 to November 2021 \(Strategic Plan 5.1, 5.3\).](#)
- 7.8. [Review Invoice Cloud Activity through December 7, 2021 \(Strategic Plan 5.1, 5.3\).](#)
- 7.9. [Review September 2021 Treasurer Report \(Strategic Plan 5.1, 5.3\).](#)
- 7.10. [Approve OPUD Resolution No. 2383 – A Resolution Authorizing Teleconference Meetings in Compliance with AB 361.](#)
- 7.11. Entertain motions for approval of consent agenda and take roll as appropriate.

A motion was made by Director Floe and seconded by Director Nelson approving the consent agenda. The motion passed as follows:

Ayes: Directors Floe, Nelson, Perrault, and Griego

Noes: None

Absent: Director Burbank

8. District Business

8.1. [Discuss Voting Rights Act Ward Based OPUD Board Elections – D/A](#)

- 8.1.1. Public comment
- 8.1.2. Questions/comments from Directors
- 8.1.3. Entertain motions from Directors

Directors received an update. No motion was made.

8.2. [Consider approving the revised OPUD Disposal of Surplus Equipment/Property Policy – D/A](#)

- 8.2.1. Public comment
- 8.2.2. Questions/comments from Directors
- 8.2.3. Entertain motions from Directors

A motion was made by Director Perrault and seconded by Director Nelson approving the revised OPUD Disposal of Surplus Equipment/Property Policy. The motion passed as follows:

Ayes: Directors Floe, Nelson, Perrault, and Griego

Noes: None

Absent: Director Burbank

9. Public Works

Parks

9.1. [Consider approving the proposed Policy for Memorials in District Parks – 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 Floe approving the proposed Policy for Memorials in District Parks. The motion passed as follows:

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

- 9.2. [Receive update on Per Capita Grant – D/A](#)
9.2.1. Public comment
9.2.2. Questions/comments from Directors
9.2.3. Entertain motions and take roll as appropriate

Directors received an update. No motion was made.

Water/Wastewater

- 9.3. [Receive update on South County infrastructure – D/A](#)
9.3.1. Public comment
9.3.2. Questions/comments from Directors
9.3.3. Entertain motions and take roll as appropriate

Directors received an update. No motion was made.

- 9.4. [Consider approving Resolution No. 2382, a resolution authorizing the grant application, acceptance, and execution for the Saddle Replacement Project – D/A](#)
9.4.1. Public comment
9.4.2. Questions/comments from Directors
9.4.3. Entertain motions and take roll as appropriate

A motion was made by Director Perrault and seconded by Director Nelson approving Resolution No. 2382, a resolution authorizing the grant application, acceptance, and execution for the Saddle Replacement Project. The motion passed as follows:

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

- 9.5. [Consider awarding the Wastewater Treatment Facility Security Camera Equipment, Start-up, and Installation project to the apparent lowest bidder - D/A](#)
9.5.1. Public comment
9.5.2. Questions/comments from Directors
9.5.3. Entertain motions and take roll as appropriate

A motion was made by Director Nelson and seconded by Director Perrault awarding the Wastewater Treatment Facility Security Camera Equipment, Start-up, and Installation project to Delta Wireless, Inc. as the apparent lowest bidder. The motion passed as follows:

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

- 9.6. [Consider approving the water/wastewater rate study and Prop 218 compliance proposal from Bartle Wells – D/A](#)

- 9.6.1. Public comment
- 9.6.2. Questions/comments from Directors
- 9.6.3. Entertain motions and take roll as appropriate

A motion was made by Director Perrault and seconded by Director Nelson approving the water/wastewater rate study and Prop 218 compliance proposal from Bartle Wells. The motion passed as follows:

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

10. Human Resources

- 10.1. Consider authorizing the addition of a 1% Bilingual Certification to the MPEA MOU – D/A
 - 10.1.1. Public comment
 - 10.1.2. Questions/comments from Directors
 - 10.1.3. Entertain motions and take roll as appropriate

A motion was made by Director Floe and seconded by Director Perrault authorizing the addition of a 1% Bilingual Certification to the MPEA MOU. The motion passed as follows:

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

- 10.2. [Consider approving the proposed Engineering Technician I and II position descriptions with proposed salaries and authorize filling positions via district policies – D/A](#)
 - 10.2.1. Public comment
 - 10.2.2. Questions/comments from Directors
 - 10.2.3. Entertain motions and take roll as appropriate

A motion was made by Director Floe and seconded by Director Perrault approving the proposed Engineering Technician I and II position description with proposed salaries and authorize filling positions via district policies. The motion passed as follows:

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

11. Board Committee Schedule

- 11.1. January 2022 Committee Meeting Schedule.
 - 11.1.1. Fire & Safety Committee – Tuesday, January 4, 2022 at 4:00 p.m.
 - 11.1.2. Parks & Recreation Committee – Tuesday, January 4, 2022 at 5:00 p.m.
 - 11.1.3. Water & Wastewater Committee – Wednesday, January 5, 2022 at 5:45 p.m.

12. Reports (non-action items)

- 12.1. [November Fire Department Committee Report.](#)
- 12.2. [November Parks Department Committee Report.](#)
- 12.3. [November 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

14. Closed Session – Closed session was convened at 8:54 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 – Significant Exposure to Litigation pursuant to Government Code Section 54956.9(d)(2): Number of potential cases: Two

15. Meeting Reconvened – Closed session was adjourned at 9:16 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 Perrault and seconded by Director Floe to adjourn the meeting. The motion passed as follows:

Ayes: Directors Floe, Nelson, Perrault, and Griego

Noes: None

Absent: Director Burbank

The meeting was adjourned at 9:17 p.m.