

AGENDA
OLIVEHURST PUBLIC UTILITY DISTRICT (OPUD)
BOARD OF DIRECTORS REGULAR MEETING
7:00 p.m., Thursday, February 18, 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 7:01 p.m. by Director Griego.

2. Pledge of Allegiance

3. Roll Call

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

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

4. Public Participation

No members of the public were present.

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 January 21, 2021 Regular Meeting.](#)

5.2. [Approve January 2021 Claims for Payment.](#)

5.3. [Approve January 2021 Overtime Report.](#)

5.4. [Review Revenue and Expenditure Summary January 8, 2021 FY 2021 \(Strategic Plan 5.3 & 5.4\).](#)

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

- 5.6. [Review Invoice Cloud Activity through February 9, 2021 \(Strategic Plan 5.1, 5.3\).](#)
- 5.7. [Review approved request for Consideration of Resolution 2081 Waiver for 4789 Flemming.](#)
- 5.8. Approve merit increase for Daniel Kopas, Fire Fighter, Step 4 to Step 5, retroactive to January 15, 2020 – D/A
- 5.9. Approve merit increase for Jonathon Galluzo, Fire Fighter, Step 4 to Step 5, retroactive to January 15, 2020 – D/A
- 5.10. Approve merit increase for Bri Anne Ritchie, District Clerk/Executive Assistant, Step 1 to Step 2, retroactive to February 3, 2020 – D/A
- 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 Burbank to approve the consent agenda. The motion passed as follows:

Ayes: Directors Burbank, Nelson, Perrault, and Griego

Noes: None

Absent: Director Floe

6. District Business

6.1. [Consider approval of 2019-20 Financial Audit \(Strategic Plan 5.3 & 5.4\) – D/A](#)

6.1.1. Public comment

6.1.2. Questions/comments from Directors

6.1.3. Entertain motions and take roll as appropriate

A motion was made by Director Burbank and seconded by Director Perrault to approve the 2019-20 Financial Audit. The motion passed as follows:

Ayes: Directors Burbank, Nelson, Perrault, and Griego

Noes: None

Absent: Director Floe

6.2. [Consider renewing audit engagement with Fechter & Company, CPAs – D/A](#)

6.2.1. Public comment

6.2.2. Questions/comments from Directors

6.2.3. Entertain motions and take roll as appropriate

A motion was made by Director Burbank and seconded by Director Nelson to renew the audit engagement with Fechter & Company, CPAs. The motion passed as follows:

Ayes: Directors Burbank, Nelson, Perrault, and Griego

Noes: None

Absent: Director Floe

7. Public Works

Parks

7.1. [Discuss minor increase to current taxed parcels and beginning tax on untaxed parcels for CFD 2005-2 – D/A](#)

7.1.1. Public comment

7.1.2. Questions/comments from Directors

7.1.3. Entertain motions and take roll as appropriate

A motion was made by Director Perrault and seconded by Director Nelson to increase currently taxed parcels by \$15 and to begin taxing currently untaxed parcels by \$40 for CFD 2005-2. The motion passed as follows:

Ayes: Directors Burbank, Nelson, Perrault, and Griego

Noes: None

Absent: Director Floe

Water/Wastewater

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

7.2.1. Public comment

7.2.2. Questions/comments from Directors

7.2.3. Entertain motions and take roll as appropriate

A motion was made by Director Burbank and seconded by Director Nelson to direct the General Manager to proceed with requesting funding through YWA as described for amendment number 3 and to provide a draft agreement between OPUD and Wheatland to the Board for approval. The motion passed as follow:

Ayes: Directors Burbank, Nelson, Perrault, and Griego

Noes: None

Absent: Director Floe

7.3. [Consider publishing the 2021 Pump and Motor Maintenance Contract RFP – 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 Burbank and seconded by Director Nelson to approve the publishing of the 2021 Pump and Motor Maintenance Contract RFP. The motion passed as follows:

Ayes: Directors Burbank, Nelson, Perrault, and Griego

Noes: None

Absent: Director Floe

7.4. [Consider publishing RFP for Raising Iron and Pavement Repairs 1-3 year contract – 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 Burbank and seconded by Director Perrault to approve the publishing RFP for Raising Iron and Pavement Repairs 1-3 year contract. The motion passed as follows:

Ayes: Directors Burbank, Nelson, Perrault, and Griego

Noes: None

Absent: Director Floe

8. Human Resources

8.1. [Consider authorizing advertising and filling of vacant Utility Worker position, and fill position via District policies – 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 Burbank and seconded by Director Perrault authorizing advertising and filling of vacancy Utility Worker position, and fill position via District policies. The motion passed as follows:

Ayes: Directors Burbank, Nelson, Perrault, and Griego

Noes: None

Absent: Director Floe

9. Board Committee Schedule

9.1. March 2021 Committee Meeting Schedule.

9.1.1. Fire & Safety Committee – Tuesday, March 2, 2021 at 5:00 p.m.

9.1.2. Parks & Recreation Committee – Tuesday, March 2, 2021 at 4:00 p.m.

9.1.3. Water & Wastewater Committee – Wednesday, March 3, 2021 at 5:45 p.m.

10. Reports (non-action items)

10.1. [February Fire Department Committee Report.](#)

10.2. [February Parks Department Committee Report.](#)

10.3. [February Water & Wastewater Department Committee Report.](#)

10.4. Report from the General Manager.

10.5. Report from Legal Counsel.

10.6. Reports from Directors.

10.7. Public comment.

11. Correspondence

12. Closed Session – Closed session was convened at 8:32 p.m.

12.1. 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: Olivehurst Public Utility District Fire Department Association

12.2. 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)

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

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

Name of Case: Olivehurst Public Utility District v. The Down Chemical Company; Shell Oil Company; Occidental Chemical Corporation; FMC Corporation; Wilbur-Ellis Company, LLC, et al.

13. Meeting Reconvened – Board meeting reconvened at 9:02 p.m.

13.1. Announcement of reportable actions taken in closed session.

No reportable actions to report.

14. Adjourn

14.1. Entertain motion to adjourn.

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

Ayes: Directors Burbank, Nelson, Perrault, and Griego

Noes: None

Absent: Director Floe

The meeting adjourned at 9:02 p.m.