

MINUTES
OLIVEHURST PUBLIC UTILITY DISTRICT (OPUD)
BOARD OF DIRECTORS REGULAR MEETING
7:00 p.m., Thursday, February 21, 2019
Board Room, 1970 9th Avenue, Olivehurst

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.

1. Call to Order – Meeting was called to order at 7:00 p.m. by Director Griego.
2. Pledge of Allegiance
3. Roll Call
 Directors present: Director White, Director Carpenter, Director Burbank, Director Floe, and Director Griego.
 Directors absent: None

 Also Present: John Tillotson, General Manager; Christopher Oliver, Public Works Engineer; Karin Helvey, Financial Manager; Deirdre Joan Cox, Legal Counsel; Elizabeth Mallen, District Clerk/Executive Assistant; Jeff Linker, Plumas Lake Little League, Lindsay Johnson, Plumas Lake Little League
4. Public Participation – No Members of the Public participated at this time.
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 17, 2019 Regular Meeting](#)
 - 5.2. [Approve January 2019 Claims for Payment.](#)
 - 5.3. [Approve December 2018 Overtime Report](#)
 - 5.4. [Approve January 2018 Overtime Report](#)
 - 5.5. Entertain motions for approval of consent agenda and take roll as appropriate.

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

Ayes: Directors White, Carpenter, Burbank, Floe, Griego

Noes: None

Absent: None

Item 7.5 was discussed at this time. See Item 7.5 for outcome.

6. District Business

6.1. [Receive report on pending federal legislation regarding Voting Rights Act and Status of California Voting Rights Act \(Strategic Plan VS-6, CV-1, 6.0, 8.0\). – D/A](#)

Directors discussed this item. No motion was made.

6.2. [Consider granting easements to Lennar and Yuba County for the purposes of slope, Public Services and Storm Drain in the River Oaks East Park \(Strategic Plan 3.0\). – D/A](#)

A motion was made by Director Burbank and seconded by Director Floe to grant easements to Lennar and Yuba County for the purposes of slope, Public Services and Storm Drain in the River Oaks East Park. The motion passed as follows:

Ayes: Directors White, Carpenter, Burbank, Floe, Griego

Noes: None

Absent: None

6.3. [Consider approving bid specifications for infrastructure relocation on 7th Ave in conjunction with Yuba County's Safe Routes to School project. – D/A](#)

A motion was made by Director Carpenter and seconded by Director Burbank to approve the bid specifications for infrastructure relocation on 7th Ave in conjunction with Yuba County's Safe Routes to School project. The motion passed as follows:

Ayes: Directors White, Carpenter, Burbank, Floe, Griego

Noes: None

Absent: None

6.4. [Authorize annual Construction Cost Index Water, Wastewater Treatment Facility \(WWTF\), and Wastewater Collection Capacity Fee adjustment for all areas under Exhibit A for the following Resolutions: Resolution No. 2065 Exhibit A & subsequent Resolution No. 2110 Exhibit A; Resolution No. 2067 Exhibit A & subsequent Resolution No. 2112 Exhibit A; Resolution No. 2119 Exhibit A; Resolution No. 2115 Exhibit A & subsequent Resolution No. 2215, Exhibit A; and Resolution No. 2216 Exhibit A. – D/A](#)

A motion was made by Director Floe and seconded by Director Burbank to authorize the annual Construction Cost Index for Water, Wastewater Treatment Facility (WWTF), and Wastewater Collection Capacity Fee adjustment for all areas under Exhibit A for the following Resolutions: Resolution No. 2065 Exhibit A & subsequent Resolution No. 2110 Exhibit A; Resolution No. 2067 Exhibit A & subsequent Resolution No. 2112 Exhibit A; Resolution No. 2119 Exhibit A; Resolution No. 2115 Exhibit A & subsequent Resolution No. 2215, Exhibit A; and Resolution No. 2216 Exhibit A.. The motion passed as follows:

Ayes: Directors White, Carpenter, Burbank, Floe, Griego

Noes: None

Absent: None

6.5. [Consider authorizing the General Manager's attendance of the Public Works Officer's Conference in San Diego in April \(Strategic Plan 6.0\). – D/A](#)

A motion was made by Director Carpenter and seconded by Director Floe to authorize the General Manager's attendance of the Public Works Officer's Conference in San Diego in April. The motion passed as follows:

Ayes: Directors White, Carpenter, Burbank, Floe, Griego

Noes: None

Absent: None

6.6. [Discuss options for service providers for the OPUD Website \(Strategic Plan 2018-2023, 2.4\). – D/A](#)

Directors discussed this item. No motion was made.

6.7. Discuss InvoiceCloud Implementation Status Feb. 2019 (Strategic Plan 5.2, 5.4). – D/A

Directors discussed this item. No motion was made.

6.8. [Review Fee Waivers Granted February 2018. – D/A](#)

Directors discussed this item. No motion was made.

7. Public Works

Water

7.1. [Consider Construction Hydrant Application Fee \(Strategic Plan 5.3 & 5.4\). – D/A](#)

A motion was made by Director Carpenter and seconded by Director Floe to approve the Construction Hydrant Application Fee. The motion passed as follows:

Ayes: Directors White, Carpenter, Burbank, Floe, Griego

Noes: None

Absent: None

Parks

7.2. [Consider naming the park in the River Oaks East subdivision. – D/A](#)

A motion was made by Director White and seconded by Director Floe to name the park in the River Oaks East subdivision the Feather River East Park. The motion passed as follows:

Ayes: Directors White, Carpenter, Floe, Griego

Noes: Director Burbank

Absent: None

7.3. [Discuss further phasing of the OPUD Community Park in Plumas Lake \(Strategic Plan 3.0\). – D/A](#)

Directors discussed this item. No motion was made.

7.4. [Consider waiving the restrictions of Yuba County Ordinance 8.76.030 for Rental Property Professionals to hold Movie Night Events from February 2019 to December 2019. – D/A](#)

A motion was made by Director Burbank and seconded by Director Floe to waive the restrictions of Yuba County Ordinance 8.76.030 for Rental Property Professionals to hold Movie Night Events from February 2019 to December 2019. The motion passed as follows:

Ayes: Directors White, Carpenter, Burbank, Floe, Griego

Noes: None

Absent: None

7.5. Discuss the request from Plumas Lake Little League to place portable restrooms at Veteran's Park. – D/A

A motion was made by Director Floe and seconded by Director White to approve the request from Plumas Lake Little League to place portable restrooms at Veteran's Park. The motion passed as follows:

Ayes: Directors White, Carpenter, Burbank, Floe, Griego

Noes: None

Absent: None

8. Business Office

8.1. [Review Revenues and Expenditures - Budget to Actual for January 31, 2019 \(Strategic Plan 5.3, 5.4\). – D/A](#)

Directors discussed this item. No motion was made.

8.2. [Review Treasurer Report December 2018 Strategic Plan 5.3 & 5.4\). – D/A](#)

Directors discussed this item. No motion was made.

8.3. [Review Water Sales Comparison for January 2015-19 \(Strategic Plan 5.1, 5.3\). – D/A](#)

Directors discussed this item. No motion was made.

9. Human Resources

9.1. Consider approving the position description, authorizing advertising, interviewing and establishing an eligibility list for Intermittent-Seasonal Lifeguard positions. – D/A

A motion was made by Director Floe and seconded by Director Burbank to approve the position description, authorizing advertising, interviewing and establishing an eligibility list for Intermittent-Seasonal Lifeguard positions. The motion passed as follows:

Ayes: Directors White, Carpenter, Burbank, Floe, Griego

Noes: None

Absent: None

9.2. [Consider approving the intermittent-seasonal eligibility list and authorize the General Manager to hire per OPUD policies and procedures. – D/A](#)

A motion was made by Director Burbank and seconded by Director Floe to approve the intermittent-seasonal eligibility list and authorize the General Manager to hire per OPUD policies and procedures. The motion passed as follows:

Ayes: Directors White, Carpenter, Burbank, Floe, Griego

Noes: None

Absent: None

10. [Board Committee Schedule](#)

10.1. March 2019 Committee Meeting Schedule.

10.1.1. Fire & Safety Committee – Tuesday, March 5th, 2019 at 5:00 p.m. at the Olivehurst Fire Department.

10.1.2. Parks & Recreation Committee – Tuesday, March 5th, 2019 at 4:00 p.m.

10.1.3. Water & Wastewater Committee – Thursday, March 7th, 2019 at 3:00 p.m. at the Wastewater Treatment Facility.

11. [Reports \(non-action items\)](#)

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

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

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

11.4. Report from the General Manager.

11.5. Report from Legal Counsel.

11.6. Reports from Directors.

11.7. Public comment.

General Manager gave a report

Legal Counsel gave a report.

Director Griego gave a report.

12. [Closed Session](#) – Closed Session was convened at 8:20 p.m.

12.1. Conference with Legal Counsel - Existing Litigation – (Paragraph (1) of subdivision (d) of Section 54956.9: Plumas Brophy Fire Protection District; Wheatland Fire Authority v. Olivehurst Public Utility District; Olivehurst Public Utility District Board of Directors.

12.2. Conference with Legal Counsel – Anticipated Litigation pursuant to Government Code § 54956.9(d)(3)

12.3. Conference with Legal Counsel – Significant exposure to litigation pursuant to Government Code § 54956.9(d)(2): two cases

12.4. Closed Session: Government Code § 54957 – It is the intention of the Board to meet regarding Public Employee Performance Evaluation: General Manager

13. [Meeting Reconvened](#) – Closed Session was adjourned at 9:19 p.m.

13.1. Announcement of reportable actions taken in closed session.

No reportable actions.

14. Adjourn

14.1. Entertain motion to adjourn.

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

Ayes: Directors White, Carpenter, Burbank, Floe, Griego

Noes: None

Absent: None

The meeting was adjourned at 9:20 p.m.

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.