

# OLIVEHURST PUBLIC UTILITY DISTRICT

## Water and Wastewater Committee



Date/Time: Wednesday February 5<sup>th</sup>, 2025, at 3:30 p.m.  
Directors: Fløe and Griego  
Location: Hybrid Meeting Via Zoom and In-Person in the Board Room  
Located at 1970 9<sup>th</sup> Avenue, Olivehurst, CA 95961

OPUD Committee meetings will be conducted at its regular in-person meeting location in the Board Chambers, 1970 9<sup>th</sup> Avenue, Olivehurst, for the public to attend. Attendance will be limited to 50 percent of room capacity (no more than 20 persons), and it is strongly recommended that all in-person attendees wear face coverings and social distance as recommended by public health authorities.

All attendees are encouraged to be fully vaccinated.

Meetings will also continue to be streamed live and members of the public may participate remotely as described below.

Accordingly, on the day of the meeting you will have the option to:

- Attend via Zoom, using the procedure outlined below.
- Participate in person, as noted above.

If you anticipate wanting to speak during the meeting, please join in advance of public comment time. To submit public comment during the meeting, please join us in person or on Zoom.

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 Hybrid Committee Meeting will be available on our website at [www.opud.org](http://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 Board Clerk will select you from the meeting cue. Please be patient while waiting in the cue.

*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 on the Olivehurst Public Utility District website, <http://www.opud.net>. 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.*

*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) 743-4658 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 Clerk of the Board at (530) 743-4658.*

The following items are scheduled for discussion:

1) Discuss affordable housing projects within OPUD's sphere of influence.

John Tillotson, General Manager, stated the PG&E was unable to connect to the lift station at the apartment complex in Plumas Lake due to the rain. They won't be able to come out until later in the month. Staff are checking on the lift station every other day. No overtime is required to do this.

- a) Forwarded item(s): None
  - i) Staff Direction: None
  - ii) Staff Report Requested: None

2) Discuss the lift station smell at River Oaks and Zanes in Plumas Lake.

Swarnjit Boyal, Public Works Manager, stated that permits have been secured with the County, materials have been ordered, and trees have been removed. The walls were opened up to start the work once the material arrives.

- a) Forwarded item(s): Bring update to Board.
  - i) Staff Direction: None
  - ii) Staff Report Requested: None

3) Discuss OPUD's disaster preparedness plan.

John Tillotson, General Manager, stated that he is working on the warning siren policy. He will be meeting with the county to review the policy and will bring it to the Board when ready.

- a) Forwarded item(s): None
  - i) Staff Direction: None
  - ii) Staff Report Requested: None

4) Discuss Commercial deposit requirements.

Karin Helvey, Financial Manager, stated that the District currently does not require deposits for accounts when opened. She would like to implement a deposit requirement for commercial customer accounts where there is no landlord/tenant guarantee, and where OPUD cannot place its standard liens against properties that are owned by the County or State.

- a) Forwarded item(s): Bring to back to March Committee
  - i) Staff Direction: Place item on County Liaison Committee agenda.
  - ii) Staff Report Requested: None

5) Discuss internal procedures for delinquent accounts.

Cindy Van Meter, Office Manager, stated that turning off delinquent accounts has become more difficult for the water department to handle as they have lost some staff. She also stated that when turning off accounts, each turnoff should require 2 employees to be together for safety purposes. She stated that all hands need to be available on shutoff days so we can ensure employee safety and have all departments assist.

- a) Forwarded item(s): None
  - i) Staff Direction: None
  - ii) Staff Report Requested: None

6) Wastewater Treatment Facility Status Report

- a) [Staff Report](#) – Chief Plant Operator gave report.

- i) Staffing: No items were reported.
- ii) Materials: Need to order a new influent pump as the ones we have are going out.

b) VCIO Report

VCIO gave report.

c) Budgetary Items

- i) [Monthly Review of Revenue and Expenditures – Wastewater FY 2024-25 \(pages 15-18\) \(Strategic Plan 5.1\).](#)
- ii) [Monthly Review of Revenue and Expenditures – Engineering FY 2024-25 \(page 5\) \(Strategic Plan 5.1\).](#)
- iii) [Discuss Budget Amendment 1 for FY 2024-25 \(page 2\).](#)
  - (1) Forwarded item(s): Review of Revenue and Expenditures FY 2024-25 and Budget Amendment 1 for FY 2024-25.
    - (a) Staff Direction: None
    - (b) Staff Report Requested: None

7) Water Department Status Report

- a) [Staff report](#) – Water Department Manager gave report.
  - i) Staffing: Will need to fill in new position due to retirement.
  - ii) Materials: No items were reported.

b) VCIO Report

VCIO gave report.

c) Budgetary Items

- i) [Monthly Review of Revenue and Expenditures – Water FY 2024-25 \(pages 15-18\) \(Strategic Plan 5.1\).](#)
- ii) [Discuss Budget Amendment 1 for FY 2024-25 \(page 2\).](#)
  - (1) Forwarded item(s): Review of Revenue and Expenditure FY 2024-25 and Budget Amendment 1 for FY 2024-25.
    - (a) Staff Direction: None
    - (b) Staff Report Requested: None

8) [General Manager Report](#) - General Manager gave report.

*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 Clerk of the Board at (530) 743-0317.*