

MINUTES
OLIVEHURST PUBLIC UTILITY DISTRICT (OPUD)
BOARD OF DIRECTORS REGULAR MEETING
7:00 p.m., Thursday, January 16, 2020
Board Room, 1970 9th Avenue, Olivehurst

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 7:00 p.m. by Director Burbank

2. Pledge of Allegiance

3. Roll Call

Directors present: Director White, Director Carpenter, Director Griego, Director Floe and Director Burbank

Directors absent:

Also Present: John Tillotson, General Manager; Christopher Oliver, Public Works Engineer; Karin Helvey, Financial Manager; Randy York, Olivehurst Fire Department Battalion Chief; Deirdre Joan Cox, Legal Counsel; Elizabeth Mallen, District Clerk/Executive Assistant; Julian Barkley-Brinsen and Kara Roberts, Rise Up Yuba-Sutter; Doug Lofton, Yuba County Board of Supervisor; Seth Fuhrer.

4. Public Participation – No Members of the Public chose to participate 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 December 19, 2019 Regular Meeting](#)
- 5.2. [Approve December 2019 Claims for Payment.](#)
- 5.3. [Approve December 2019 Overtime Report.](#)
- 5.4. [Authorize republishing notice of Ordinance 209 – Sewer Use.](#)

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

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

Noes: None

Absent: None

6. District Business

- 6.1. Receive an introduction to the full-time Olivehurst Fire Department. – D/A

This item was postponed until 7:25 p.m. when the Fire Department was able to attend. Supervisor Lofton spoke regarding this item. No motion was made.

- 6.2. Receive an update on the annexation of the Industrial, Sports and Entertainment Zones for Water, Wastewater and Parks (Strategic Plan 1.0). – D/A – D/A

Directors discussed this item. No motion was made.

- 6.3. [Consider adoption of the District Credit Card Policy \(Strategic Plan 5.3, 5.4\).](#) – D/A

A motion was made by Director Griego and seconded by Director White to adopt the District Credit Card Policy. The motion passed as follows:

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

Noes: None

Absent: None

- ~~6.4. Update US Bank Signature cards to reflect new Board Officers. – D/A~~

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

~~Ayes: Directors White, Carpenter, Griego, Floe, and Burbank.~~

~~Noes: None~~

~~Absent: None~~

- 6.5. [Receive an update on the status of placing Ordinances and Resolutions on the District website.](#) – D/A

This item was sent back to Committees to discussed phased options. No motion was made.

6.6. [Review Fee Waivers Granted February 2020. – D/A](#)

Directors discussed this item. No motion was made.

7. [Public Works](#)

[Parks](#)

7.1. [Consider executing the Lease Agreement with Rise Up Yuba-Sutter for use of the Youth Center Building. – D/A](#)

A motion was made by Director Griego and seconded by Director Floe to execute the Lease Agreement with Rise Up Yuba-Sutter for use of the Youth Center Building to begin in March and subject to finalization by Legal Counsel and the General Manager. The motion passed as follows:

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

Noes: None

Absent: None

7.2. [Consider the hire of a Surveyor to provide a survey/geotechnical report for the Plumas Lake Community Park Parcel.– D/A](#)

A motion was made by Director Floe and seconded by Director White to hire a Surveyor to provide a survey/geotechnical report for the Plumas Lake Community Park Parcel. The motion passed as follows:

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

Noes: None

Absent: None

8. [Business Office](#)

8.1. [Review Revenues and Expenditures Summary for January 2020 \(Strategic Plan 5.3, 5.4\). – D/A](#)

Directors discussed this item. No motion was made.

9. [Human Resources](#)

9.1. [Consider approving Retro-Active Longevity Policy. – D/A](#)

A motion was made by Director Griego and seconded by Director Floe to approve the Retro-Active Longevity Policy. The motion passed as follows:

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

Noes: None

Absent: None

9.2. [Discuss salary survey for the OPUD Financial Manager and take appropriate action to adjust salary as necessary \(Strategic Plan 6.0\). – D/A](#)

A motion was made by Director Griego and seconded by Director Carpenter to approve the salary survey for the OPUD Financial Manager and take appropriate action to adjust salary as necessary. The motion passed as follows:

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

Noes: None

Absent: None

10. [Board Committee Schedule](#)

10.1. February 2020 Committee Meeting Schedule.

10.1.1. Fire & Safety Committee – Tuesday, February 4, 2020 at 5:00 p.m.

10.1.2. Parks & Recreation Committee – Tuesday, February 4, 2020 at 4:00 p.m.

10.1.3. Water & Wastewater Committee – Wednesday, February 5, 2020 at 5:45 p.m.

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

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

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

11.3. [January 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.

Directors Griego and Burbank gave reports.

12. [Closed Session](#) – Closed Session was convened at 7:39 p.m.

12.1. Conference with Legal Counsel – Initiation of Litigation pursuant to Government Code Section 54956.9(d)(4): Number of potential cases: two.

12.2. Conference with Legal Counsel – Significant exposure to litigation pursuant to Government Code Section 54956.9(d)(2): one case.

12.3. Conference with Legal Counsel – Existing Litigation pursuant to Government Code Section 54956.9(d)(1). Name of Case: Dulce Eneida Garcia Ortega & Liliana Ocampo-Garcia v. Olivehurst Public Utility District, John Patrick Phillips

13. [Meeting Reconvened](#) – Closed Session was adjourned at 8:00 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 White and seconded by Director Floe to adjourn the meeting. The motion passed as follows:

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

Noes: None

Absent: None

The meeting was adjourned at 8:00 p.m. in memory of former OPUD Director Al Mazon.