

AGENDA
OLIVEHURST PUBLIC UTILITY DISTRICT (OPUD)
BOARD OF DIRECTORS REGULAR MEETING
7:00 p.m., Thursday, October 17, 2024
LOCATION: Hybrid Board Meeting Via Zoom and In-Person at the
Board Room Located at 1970 9th Avenue, Olivehurst, CA 95961

OPUD Board meetings will be conducted at its regular in-person meeting location in the Board Chambers, 1970 9th 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 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 Board Clerk will select you from the meeting cue. Please be patient while waiting in the cue.

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 – The meeting was called to order at 7:00 p.m. by Director Floe

2. Pledge of Allegiance

3. Roll Call

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

Also Present: John Tillotson, General Manager; Karin Helvey, Financial Manager; Deirdre Joan Cox, Legal Counsel; Swarnjit Boyal, Public Works Manager; Cindy Van Meter, Office Manager; Bri Anne Ritchie, Board 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 the 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 to 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.

2 Members of the public were present.

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 September 19, 2024, Regular Meeting.](#)

5.2. [Approve Minutes of the September 21, 2024, Special Event.](#)

5.3. [Approve Minutes of the October 3, 2024, Special Meeting.](#)

5.4. [Approve September 2024 Claims for Payment.](#)

5.5. [Approve September 2024 Overtime Report.](#)

5.6. [Review Revenue and Expenditure Summary September 26, 2024, FY 2024-2025 \(Strategic Plan 5.3 & 5.4\).](#)

5.7. [Review Water Sales September 2018 to September 2024 \(Strategic Plan 5.1, 5.3\).](#)

5.8. [Review Invoice Cloud Activity through October 9, 2024 \(Strategic Plan 5.1, 5.3\).](#)

5.9. [Review Service Water Account Analysis October 2024 \(Strategic Plan 5.1, 5.3\).](#)

- 5.10. Approve merit increase for Madison Russell, Account Clerk II, Step 3 to Step 4, retroactive to September 4, 2024.
- 5.11. Approve merit increase for Michael Schafer, Fire Fighter, Step 4 to Step 5, retroactive to October 1, 2024.
- 5.12. Entertain motions for approval of consent agenda and take roll as appropriate.

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

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

6. District Business

6.1. [Consider approving Resolution No. 2444, a resolution of intent for annexation of property into OPUD CFD 2005-2 for parks maintenance \(Annexation 14\) – 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 Nelson approving Resolution No. 2444, a resolution of intent for annexation of property into OPUD CFD 2005-2 for parks maintenance (Annexation 14). The motion passed as follows:

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

6.2. [Consider approving the Easement Agreement between Olivehurst Public Utility District and the Plumas Lake Elementary School District – 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 approving the Easement Agreement between Olivehurst Public Utility District and the Plumas Lake Elementary School District. The motion passed as follows:

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

6.3. [Consider rescinding approval given for NLC Service Line Warranty Program by HomeServe – D/A](#)

- 6.3.1. Public comment
- 6.3.2. Questions/comments from Directors
- 6.3.3. Entertain motions and take roll as appropriate

A motion was made by Director Burbank and seconded by Director Griego rescinding approval given for NLC Service Line Warranty Program by HomeServe. The motion passed as follows:

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

7. Public Works

Parks

7.1. [Consider approving park reimbursement for the development of Bear River Park Phase II to Cresleigh Homes Inc. – 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 Burbank and seconded by Director Griego approving park reimbursement for the development of Bear River Park Phase II to Cresleigh Homes Inc. The motion passed as follows:

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

7.2. Discuss Parks Water Bills – D/A

- 7.2.1. Public comment
- 7.2.2. Questions/comments from Directors
- 7.2.3. Entertain motions and take roll as appropriate

Directors discussed item. No motion was made only direction given to staff.

Water/Wastewater

7.3. Receive update on South County infrastructure – D/A

- 7.3.1. Public comment
- 7.3.2. Questions/comments from Directors
- 7.3.3. Entertain motions and take roll as appropriate

Directors received an update. No motion was made.

7.4. Receive an update on the lift station at River Oaks and Zanes in Plumas Lake – D/A

- 7.4.1. Public comment
- 7.4.2. Questions/comments from Directors
- 7.4.3. Entertain motions and take roll as appropriate

Directors received an update. No motion was made.

7.5. [Consider approving the surplus of a 1997 Crane Truck and 8” Pump for the Wastewater Department in accordance with OPUD policies and procedures – D/A](#)

- 7.5.1. Public comment
- 7.5.2. Questions/comments from Directors

7.5.3. Entertain motions and take roll as appropriate

A motion was made by Director Nelson and seconded by Director Burbank approving the surplus of a 1997 Crane Truck and 8" Pump for the Wastewater Department in accordance with OPUD policies and procedures. The motion passed as follows:

Ayes: Directors Burbank, Griego, Nelson, and Floe

Noes: None

Absent: Director Perrault

8. Board Committee Schedule

8.1. November 2024 Committee Meeting Schedule.

8.1.1. Fire & Safety Committee – Thursday, November 7, 2024, at 4:00 p.m.

8.1.2. Parks & Recreation Committee – Thursday, November 7, 2024, at 5:00 p.m.

8.1.3. Water & Wastewater Committee – Wednesday, November 6, 2024, at 3:30 p.m.

9. Reports (non-action items)

9.1. [October Fire Department Committee Report.](#)

9.2. [October Parks Department Committee Report.](#)

9.3. [October Water & Wastewater Department Committee Report.](#)

9.4. Report from the General Manager.

9.5. Report from Legal Counsel.

9.6. Reports from Directors.

9.7. Public comment.

10. Correspondence

11. Closed Session – Closed Session was convened at 7:45 p.m.

11.1. CONFERENCE WITH LEGAL COUNSEL – Significant Exposure to Litigation pursuant to Government Code Section 54956.9(d)(2): Number of potential cases: one.

12. Meeting Reconvened – Closed Session was adjourned at 7:55 p.m.

12.1. Announcement of reportable actions taken in closed session.

No reportable action was reported.

13. Adjourn

13.1. Entertain motion to adjourn.

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

Ayes: Directors Burbank, Griego, Nelson, and Floe

Noes: None

Absent: Director Perrault

The meeting adjourned at 7:57 p.m.