

OLIVEHURST PUBLIC UTILITY DISTRICT Water and Wastewater Committee



Date/Time: Wednesday January 5th, 2022 at 5:45 p.m.

Directors: Floe and Griego

Location: Virtual 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.

In compliance with AB 361:

1. Consistent with all OPUD meetings, this meeting will be conducted in a manner that protects the statutory and constitutional rights of the parties and the public appearing before the legislative party.
2. If there is a disruption to the meeting broadcast or in the ability to take call-in or internet-based public comment, no further action can be taken on agenda items until the issue is resolved.
3. OPUD will not require comments to be submitted before the start of the meeting. Each member of the public will be allowed to make “real time” public comment.
4. As is its practice, OPUD will provide a reasonable time for public comment. As is its customary practice for public comment, OPUD’s public comment period will be left open until the time expires.
5. All votes in OPUD meetings will be taken by roll call.

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

The following items are scheduled for discussion:

- 1) Discuss policies and practices OPUD could adopt to help mitigate the costs of constructing affordable housing (Strategic Plan 1.0).

Nothing to report.

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

- 2) Receive update on annexation and progress of infrastructure projects in the Industrial, Sports and Entertainment Zone for water, sewer and parks (Strategic Plan 1.0).

John Tillotson, General Manager, stated that the design is about 90% complete and the CEQA Plus has started. He stated that the SRF meeting took place and had to be completed by the deadline of December 31st. Joh said that the submission was turned in with max points.

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

- 3) [Receive a presentation on Community Water Fluoridation.](#)

No presentation was given. John Tillotson, General Manager, stated that Yuba County would like the Board to review the material provided regarding the benefits of community water fluoridation.

- a) Forwarded item(s): Bring to the Board for further discussion.
 - i) Staff Direction: None
 - ii) Staff Report Requested: Staff Report to be completed for Board meeting.

- 4) [Receive a presentation from the Tu Agua Program.](#)

Representatives with the Tu Agua Program requested that a presentation be given to the Board at either the January or February Board of Directors Meeting.

- a) Forwarded item(s): Bring to the Board for further discussion.
 - i) Staff Direction: None
 - ii) Staff Report Requested: Staff Report to be completed for Board meeting.

- 5) Discuss Proposition 218 process.

John Tillotson, General Manager, stated that the process has started and OPUD is in contract with Bartle Wells.

- a) Forwarded item(s): Bring any updates to the Board
 - i) Staff Direction: None
 - ii) Staff Report Requested: Staff Report to be completed for Board meeting.

- 6) [Discuss inflationary adjustment for water and wastewater rates.](#)

Karin Helvey, Finance Manager, discussed the need to review adding inflationary adjustments to the water and sewer rates. John Tillotson, General Manager, stated that inflationary adjustments have not been added over the last 3 years but can be added and would not trigger prop 218. He said that it would be no more than a 4% increase.

- a) Forwarded item(s): Bring to the Board for further discussion.
 - i) Staff Direction: None
 - ii) Staff Report Requested: Staff Report to be completed for Board meeting.

7) [Discuss Commercial Site Collections Requirement Form and Inspection Log.](#)

Swarnjit Boyal, Public Works Engineer, stated that this form is needing to be updated.

- a) Forwarded item(s): Bring to the Board for further discussion.
 - i) Staff Direction: Add to Staff Report that the Committee recommends this document be updated.
 - ii) Staff Report Requested: Staff Report to be completed for Board meeting.

8) Discuss restructuring and filling the Engineer Tech position.

Cindy Van Meter, HR Coordinator, stated that they would like to fill the Engineer Tech I position first and then the Engineer Tech II position last. She also stated that the position should be restructured to report to the Public Works Engineer instead of the Chief Plant Operator.

- a) Forwarded item(s): Bring to the Board for information only.
 - i) Staff Direction: None
 - ii) Staff Report Requested: Staff Report to be completed for Board meeting.

9) Wastewater Treatment Facility Status Report

- a) Staff Report – Chief Plant Operator gave verbal report.
 - i) Staffing: Nothing to report.
 - ii) Materials: Nothing to report.

b) Budgetary Items

- i) [Monthly Review of Revenue and Expenditures – Wastewater \(pages 14-17\) \(Strategic Plan 5.1\)](#)
 - (1) Forwarded item(s): Review of Revenue and Expenditure
 - (a) Staff Direction: None
 - (b) Staff Report Requested: None

10) Water Department Status Report

- a) [Staff report](#) – Water/Parks Department Manger gave report.
 - i) Staffing: Nothing to report.
 - ii) Materials: Nothing to report.

Cindy Van Meter, Office Manager, stated that the Governor extended the water shutoff moratorium on October 6, 2021, however information regarding this was not disseminated to the public or public organizations by State Officials or the Governor’s office. The extension was through December 31, 2021.

b) Budgetary Items

- i) [Monthly Review of Revenue and Expenditures – Water \(pages 14-17\) \(Strategic Plan 5.1\)](#)
 - (1) Forwarded item(s): Review of Revenue and Expenditure
 - (a) Staff Direction: None
 - (b) Staff Report Requested: None

11) [Discuss Filling the Utility Worker Position.](#)

Cindy Van Meter, HR Coordinator, stated that the Water Department had an employee resign and thus needs to fill that position. She also stated that Karin Helvey, Finance Manager, has stated that the Water Department has the budget to hire an additional Utility Worker.

- a) Forwarded item(s): Bring to the Board for further discussion.
 - i) Staff Direction: Add to Staff Report that the Committee recommends this document be updated

ii) Staff Report Requested: Staff Report to be completed for Board meeting.

12) [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 contact the Clerk of the Board at (530) 743-0317.