

MINUTES
OLIVEHURST PUBLIC UTILITY DISTRICT (OPUD)
BOARD OF DIRECTORS REGULAR MEETING
7:00 p.m., Thursday, November 21, 2019
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 Griego
2. Pledge of Allegiance
3. Roll Call
Directors present: Director Carpenter, Director Burbank, Director Floe, and Director Griego
Directors absent: Director White

Also Present: John Tillotson, General Manager; Christopher Oliver, Public Works Engineer; Karin Helvey, Financial Manager; Randy York, Battalion Chief; Deirdre Joan Cox, Legal Counsel; Elizabeth Mallen, District Clerk/Executive Assistant
4. Public Participation – No 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 October 17, 2019 Regular Meeting](#)
 - 5.2. [Approve October 2019 Claims for Payment.](#)
 - 5.3. [Approve October 2019 Overtime Report.](#)

5.4. [Consider approval of the memorandum of understanding \(MOU\) between Olivehurst Public Utility District and the Business and Utility Unit.](#)

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

Ayes: Directors Carpenter, Burbank, Floe, Griego

Noes: None

Absent: Director White

6. [District Business](#)

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

Directors discussed this item. No motion was made.

6.2. [Examine and consider modifications to the current Committee scheduling process.](#)

Directors discussed this item. No motion was made.

6.3. [Review Fee Waivers Granted November 2019. – D/A](#)

Directors discussed this item. No motion was made.

7. [Public Works](#)

[Water](#)

7.1. [Receive an update regarding the replacement of steel water main replacement grant progress. – D/A](#)

Directors discussed this item. No motion was made.

7.2. [Consider approving the surplus and disposal of two Water Department Ford Rangers per the OPUD Surplus Disposal Policy. – D/A](#)

A motion was made by Director Floe and seconded by Director Burbank to approve the surplus and disposal of two Water Department Ford Rangers per the OPUD Surplus Disposal Policy. The motion passed as follows:

Ayes: Directors Carpenter, Burbank, Floe, Griego

Noes: None

Absent: Director White

[Parks](#)

7.3. [Consider approving the Special Event Request for a tree lighting at Eufay Wood Sr. Memorial Park, set a deposit and fee, and waive Yuba County Ordinance 8.76.030.– D/A](#)

A motion was made by Director Floe and seconded by Director Burbank to approve the Special Event Request for a tree lighting at Eufay Wood Sr. Memorial Park, with the deposit on file, and waive Yuba County Ordinance 8.76.030. The motion passed as follows:

Ayes: Directors Carpenter, Burbank, Floe, Griego

Noes: None

Absent: Director White

7.4. [Ratify the Candlelight Vigil held for Leah Smith on October 27, 2019, including the setting of a fee and deposit for the event and waiving of Yuba County Ordinance 8.76.030.– D/A](#)

A motion was made by Director Floe and seconded by Director Burbank to ratify the Candlelight Vigil held for Leah Smith on October 27, 2019, with the deposit on file, and waive Yuba County Ordinance 8.76.030. The motion passed as follows:

Ayes: Directors Carpenter, Burbank, Floe, Griego

Noes: None

Absent: Director White

8. [Fire Department](#)

8.1. [Review Enterprise Rancheria Cost True-Up – Construction Phase. – D/A](#)

Directors discussed this item. No motion was made.

9. [Business Office](#)

9.1. [Review Treasurer’s Report September 30, 2019 \(Strategic Plan 5.3 & 5.4\) – D/A](#)

Directors discussed this item. No motion was made.

9.2. [Review Revenues and Expenditures Summary for October 28, 2019 \(Strategic Plan 5.3, 5.4\). – D/A](#)

Directors discussed this item. No motion was made.

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

Directors discussed this item. No motion was made.

10. [Human Resources](#)

10.1. [Consider approving a monthly Medicare stipend amount for OPUD employees. – D/A](#)

A motion was made by Director Floe and seconded by Director Burbank to approve a monthly Medicare stipend amount for OPUD employees. The motion passed as follows:

Ayes: Directors Carpenter, Burbank, Floe, Griego

Noes: None

Absent: Director White

11. [Board Committee Schedule](#)

11.1. December 2019 Committee Meeting Schedule.

11.1.1. Fire & Safety Committee.

11.1.2. Parks & Recreation Committee.

11.1.3. Water & Wastewater Committee.

12. Reports (non-action items)

- 12.1. [November Fire Department Committee Report](#)
- 12.2. [November Parks Department Committee Report](#)
- 12.3. [November Water & Wastewater Department Committee Report](#)
- 12.4. Report from the General Manager.
- 12.5. Report from Legal Counsel.
- 12.6. Reports from Directors.
- 12.7. Public comment.

General Manager, Legal Counsel, Director Burbank, and Director Griego gave reports.

13. Closed Session – Closed Session was convened at 7:46 p.m.

- 13.1. Conference with Legal Counsel – Anticipated Litigation pursuant to Government Code § 54956.9(d)(3)
- 13.2. Conference with Legal Counsel – Significant exposure to litigation pursuant to Government Code § 54956.9(d)(2): two cases

14. Meeting Reconvened – Closed Session was adjourned at 8:00 p.m.

- 14.1. Announcement of reportable actions taken in closed session.

No reportable actions.

15. Adjourn

- 15.1. Entertain motion to adjourn.

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

Ayes: Directors Carpenter, Burbank, Floe, Griego

Noes: None

Absent: Director White

The meeting was adjourned at 8:00 p.m.