

Revision 1

AGENDA
OLIVEHURST PUBLIC UTILITY DISTRICT (OPUD)
BOARD OF DIRECTORS REGULAR MEETING
7:00 p.m., Thursday, May 19, 2022
LOCATION: Virtual Board 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.

If you do not want to speak during the public comment portion of the Agenda, you are also encouraged to submit email correspondence to britchie@opud.org.

Email comments will be accepted up until 6:00 PM the day of the meeting and forwarded to the Board of Directors, posted to the OPUD website, and placed in OPUD's permanent records.

Email messages should be sent to britchie@opud.org. If you choose to submit an email, please note in the Subject Line the part of the Agenda your email pertains to.

For example, you can type in the Subject Line,
"Agenda Item 6 – District Business" or "Agenda Item 8 – Business Office".

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.

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 – The meeting was called to order at 7:00 p.m. by Director Griego
2. Pledge of Allegiance
3. Roll Call

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

 Also Present: John Tillotson, General Manager; Karin Helvey, Financial Manager; Deirdre Joan Cox, Legal Counsel; Cindy Van Meter, Office Manager; Randy York, Fire Chief; 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 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 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.

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 April 21, 2022 Regular Meeting.](#)
- 5.2. [Approve Minutes of the April 21, 2022 Special Board Meeting.](#)
- 5.3. [Approve Minutes of the May 10, 2022 Special Board Meeting.](#)
- 5.4. [Approve April 2022 Claims for Payment.](#)
- 5.5. [Approve April 2022 Overtime Report.](#)
- 5.6. [Review Revenue and Expenditure Summary May 10, 2022 FY 2021 \(Strategic Plan 5.3 & 5.4\).](#)
- 5.7. [Review Water Sales April 2016 to April 2022 \(Strategic Plan 5.1, 5.3\).](#)
- 5.8. [Review Service Water Account Analysis April 2022 \(Strategic Plan 5.1, 5.3\).](#)
- 5.9. [Review Invoice Cloud Activity through May 2022 \(Strategic Plan 5.1, 5.3\).](#)
- 5.10. [Review March 2022 Treasurer Report \(Strategic Plan 5.1, 5.3\).](#)
- 5.11. [Approve OPUD Resolution No. 2393 - A Resolution Authorizing Teleconference Meetings in Compliance with AB 361.](#)
- 5.12. ~~Approve merit increase for Alan Murray, Fire Captain, Step 4 to Step 5, retroactive to May 12, 2022.~~
- 5.13. Entertain motions for approval of consent agenda and take roll as appropriate.

Item 5.11 pulled from consent agenda for further discussion.

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

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

- 5.11 [Approve OPUD Resolution No. 2393 - A Resolution Authorizing Teleconference Meetings in Compliance with AB 361.](#)
 - 5.11.1 Public comment
 - 5.11.2 Questions/comments from Directors
 - 5.11.3 Entertain motions and take roll as appropriate

A motion was made by Director Burbank and seconded by Director Perrault approving OPUD Resolution No. 2393 – A Resolution Authorizing Teleconference Meetings in Compliance with AB 361. The motion passed as follows:

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

- 6. District Business
 - 6.1. [Receive an update on water shutoffs – D/A](#)

- 6.1.1. Public comment
- 6.1.2. Questions/comments from Directors
- 6.1.3. Entertain motions and take roll as appropriate

Directors received an update. No motion was made.

7. Public Works

Parks

7.1. [Consider approving an Increase in CFD 2005-2 taxes for park maintenance – 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 Perrault to increase CFD 2005-2 taxes for park maintenance by forty dollars. The motion passed as follows:

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

7.2. Receive an update on request for additional ADA Swings – 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 received an update. No motion was made.

7.3. [Consider approving the Metanoia Community Church Special Event Application – D/A](#)

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

A motion was made by Director Nelson and seconded by Director Burbank approving the Metanoia Community Church Special Event Application. The motion passed as follows:

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

7.4. [Consider approving the Hegemony Hope Foundation Special Event Application – D/A](#)

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

A motion was made by Director Burbank and seconded by Director Floe approving the Hegemony Hope Foundation Special Event Application pending all requirements being met. The motion passed as follows:

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

Absent: None

7.5. [Consider approving request by Yuba Sutter Taskforce and First 5 to build a free little library and install it near the Youth Center Building – 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 Burbank and seconded by Director Floe approving request by Yuba Sutter Taskforce and First 5 to build a free little library and install it near the Youth Center Building. The motion passed as follows:

Ayes: Directors Burbank, Floe, Nelson, Perrault, and Griego

Noes: None

Absent: None

Water/Wastewater

7.6. [Receive update on South County infrastructure – D/A](#)

7.6.1. Public comment

7.6.2. Questions/comments from Directors

7.6.3. Entertain motions and take roll as appropriate

Directors received an update. No motion was made.

7.7. [Receive update on the Prop 218 progress – D/A](#)

7.7.1. Public comment

7.7.2. Questions/comments from Directors

7.7.3. Entertain motions and take roll as appropriate

A motion was made by Director Floe and seconded by Director Burbank to approve the sending out of Prop 218 letter to customers. The motion passed as follows:

Ayes: Directors Burbank, Floe, Nelson, Perrault, and Griego

Noes: None

Absent: None

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

7.8.1. Public comment

7.8.2. Questions/comments from Directors

7.8.3. Entertain motions and take roll as appropriate

Directors received an update. No motion was made.

7.9. [Consider approving the proposal from Affinity Engineering for the Plumas Lake Water Treatment Plant filter design – D/A](#)

7.9.1. Public comment

7.9.2. Questions/comments from Directors

7.9.3. Entertain motions and take roll as appropriate

A motion was made by Director Floe and seconded by Director Burbank approving the proposal from Affinity Engineering for the Plumas Lake Water Treatment Plant filter design. The motion passed as follows:

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

8. Fire Department

8.1. [Consider approving the initial purchase of ballistic protection equipment that will be reimbursed by Yuba County OES Grant – D/A](#)

- 8.1.1. Public comment
- 8.1.2. Questions/comments from Directors
- 8.1.3. Entertain motions and take roll as appropriate

A motion was made by Director Perrault and seconded by Director Floe approving the initial purchase of ballistic protection equipment that will be reimbursed by Yuba County OES Grant. The motion passed as follows:

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

8.2. [Receive update on Weed Abatement 2022 – D/A](#)

- 8.2.1. Public comment
- 8.2.2. Questions/comments from Directors
- 8.2.3. Entertain motions and take roll as appropriate

Directors received an update. No motion was made.

9. Human Resources

9.1. [Consider approving changes to Water Department Manager position description – D/A](#)

- 9.1.1. Public comment
- 9.1.2. Questions/comments from Directors
- 9.1.3. Entertain motions and take roll as appropriate

A motion was made by Director Burbank and seconded by Director Nelson approving changes to Water Department Manager position description. The motion passed as follows:

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

9.2. [Consider approving the Parks Department Manager position description and authorizing General Manager to establish said position and fill in accordance with District policies – D/A](#)

- 9.2.1. Public comment
- 9.2.2. Questions/comments from Directors
- 9.2.3. Entertain motion and take roll as appropriate

A motion was made by Director Perrault and seconded by Director Nelson approving the Parks Department Manager position description and authorizing General Manager to establish said position and fill in accordance with District policies. The motion passed as follows:

Ayes: Directors Burbank, Floe, Nelson, Perrault, and Griego

Noes: None

Absent: None

9.3. [Consider authorizing the opening of 2 Wastewater Utility Operator III positions and then filling said positions via District policies – D/A](#)

9.3.1. Public comment

9.3.2. Questions/comments from Directors

9.3.3. Entertain motions and take roll as appropriate

A motion was made by Director Perrault and seconded by Director Burbank authorizing the opening of 2 Wastewater Utility Operator III positions and then filling said positions via District policies. The motion passed as follows:

Ayes: Directors Burbank, Floe, Nelson, Perrault, and Griego

Noes: None

Absent: None

10. [Board Committee Schedule](#)

10.1. June 2022 Committee Meeting Schedule.

10.1.1. Fire & Safety Committee – Tuesday, May 31, 2022 at 4:00 p.m.

10.1.2. Parks & Recreation Committee – Tuesday, May 31, 2022 at 5:00 p.m.

10.1.3. Water & Wastewater Committee – Wednesday, June 1, 2022 at 5:45 p.m.

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

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

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

11.3. [May 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.

12. [Correspondence](#)

13. [Closed Session](#) – Closed session convened at 8:58 p.m.

13.1. Conference with Legal Counsel – Significant Exposure to Litigation pursuant to Government Code Section 54956.9(d)(2): Number of potential cases: One

13.2. Personnel (Government Code Section 54957) – It is the intention of the Board to meet in closed session to consider Public Employee Performance Evaluation for the Position of Legal Counsel

14. [Meeting Reconvened](#) – Closed session was adjourned at 9:53 p.m.

14.1. Announcement of reportable actions taken in closed session.

No reportable actions to report.

15. Adjourn

15.1. Entertain motion to adjourn.

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

Ayes: Directors Burbank, Floe, Nelson, Perrault, and Griego

Noes: None

Absent: None

The meeting adjourned at 9:54 p.m.