

OLIVEHURST PUBLIC UTILITY DISTRICT Water and Wastewater Committee



Date/Time: Wednesday April 6th, 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 access has been gained to a couple of tribal and developer sites. The CEQA and design work are still in progress.

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

- 3) Discuss Proposition 218 process.

Received a presentation from Alex Handlers with Bartle Wells regarding the rate study that was completed for water and wastewater. The study concluded that it is recommended that water rates be raised by 5% every year for the next 5 years starting in January 2023 and that wastewater rates increase between 3-5% every year over the next 5 years also starting in January 2023. He stated that OPUD's current rates are the lowest in combined utility rates in the region and will continue to be should rates increase. John Tillotson, General Manager, stated that OPUD's Board of Directors would only raise rates, like last time, if it is deemed necessary. He said the last time OPUD raised its rates, the water rates were the only rates increased and that wastewater rates stayed the same as it was not deemed necessary at the time.

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

- 4) Discuss the lift station smell at River Oaks and Zanes in Plumas Lake.

Swarnjit Boyal, Public Works Engineer, stated that samples and data were collected at specific locations around the lift station and were sent for analysis. He said that the problem causing the smell has been identified and reasonable solutions are being looked into.

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

- 5) [Discuss payoff options of PLOG to reduce interest costs to the District.](#)

Karin Helvey, Financial Manager, stated that it is beneficial for OPUD to do an internal loan and payoff PLOG versus continuing the status quo of making payments as the amounts owed to PLOG continue to increase. Doing an internal loan would mean fixed payments and paying ourselves the interest.

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

6) [Discuss InvoiceCloud CheckFree Pay option.](#)

Karin Helvey, Financial Manager, stated that InvoiceCloud is providing vendor payment options to our customers which will allow them to pay their OPUD bill at places like Wal-Mart, Cloverdale Market, etc. She said that there is a small fee for the processing of the payment depending on how expedited the customer wishes the payment be.

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

7) Wastewater Treatment Facility Status Report

- a) [Staff Report](#) – Chief Plant Operator gave report.
 - i) Staffing: Nothing to report.
 - ii) Materials: Swarnjit Boyal, Public Works Engineer, stated that he is looking at implementing an Inspection Vehicle Charge as the cost of gas to operate the vehicles has increased.
 - (1) Forwarded item(s): Bring to Board for further discussion.
 - (a) Staff Direction: None
 - (b) Staff Report Requested: Staff Report to be completed for Board meeting.
- 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 Expenditures
 - (a) Staff Direction: None
 - (b) Staff Report Requested: None

8) Water Department Status Report

- a) [Staff report](#) – Water/Parks Department Manager gave report.
 - i) Staffing: Nothing to report.
 - ii) Materials: Nothing to report.
- 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 Expenditures
 - (a) Staff Direction: None
 - (b) Staff Report Requested: None

9) [Discuss creating a Water Meter Technician Foreman position.](#)

Cindy Van Meter, Human Resources Coordinator, stated that this position would be a lead worker for the Water Department.

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

10) [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.