

**MINUTES OF THE SPECIAL MEETING  
OF THE BOARD OF DIRECTORS OF THE  
OLIVEHURST PUBLIC UTILITY DISTRICT**

December 1, 2011

President Dougherty called the special meeting of the Board of Directors of the Olivehurst Public Utility District (OPUD) to order at 7:00 p.m., at 1970 9<sup>th</sup> Avenue, Olivehurst.

**PLEDGE OF ALLEGIANCE**

Everyone was asked to stand and give the Pledge of Allegiance to the Flag of the United States of America.

**ROLL CALL**

Responding to roll call was: Director Phinney, Carpenter, Bradford, Morrison, and Dougherty. Others present were:

Timothy R. Shaw	General Manager
Cindy Van Meter	District Clerk/Resource Coordinator
Rebecca Courtright	Financial Manager
John Tillotson	Director of Public Works
Karl Cozad	Operations Manager
Rob Price	WWTF Superintendent
Wade Harrison	Fire Chief
Jeff Meith	Legal Counsel
Justin De Vorss	Plumas Lake Resident

And other interested people.

**RECOGNITION OF AUDIENCE**

There was no response to President Dougherty's invitation for comments from the audience.

**CONSENT AGENDA**

A MOTION WAS MADE BY DIRECTOR CARPENTER, SECONDED BY DIRECTOR BRADFORD AND PASSED UNANIMOUSLY , TO APPROVE ITEMS ON THE CONSENT AGENDA, INCLUDING: (a) APPROVE MINUTES OF NOVEMBER 17, 2011, REGULAR MEETING; and (b) CLAIMS FOR PAYMENTS FOR OCTOBER 2011, IN THE AMOUNT OF \$235,624.92.

## **DISTRICT BUSINESS**

Justin De Vorss, Plumas Lake resident, gave a presentation opposing the fluoridation of the District water system.

After the presentation Mr. De Vorss and other two other residents expressed their opposition and concerns regarding the fluoridation of the water system.

The Board directed staff to contact Dr. Joseph Cassidy, Yuba County Public Health, to re-address this issue when he is available to attend a Board meeting.

As requested the Board received supporting information from strategic planning consultants. The Board members and Mr. Shaw then discussed items such as obtaining a "Request for Proposal" for a strategic plan, asking the strategic plan consultants to attend a workshop and bring samples of plans they have previously completed, etc.

A MOTION WAS MADE BY DIRECTOR DOUGHERTY, SECONDED DIRECTOR MORRISON, AND PASSED UNANIMOUSLY TO DELAY TAKING ACTION ON THE STRATEGIC PLAN PROPOSALS UNTIL THE NEXT BOARD MEETING, SO THAT THE BOARD MAY HAVE ADDITIONAL TIME TO REVIEW.

Director Phinney made a motion to direct staff to bring a Request for Proposal to the Board for a strategic plan. The motion did not pass for lack of a second.

A staff report was presented regarding request for reversal of charges for 1414 Snowy Egret Street.

A MOTION WAS MADE BY DIRECTOR BRADFORD AND SECONDED BY DIRECTOR PHINNEY TO REVERSE THE CHARGES ASSOCIATED WITH DELINQUENCY FOR 1414 SNOWY EGRET STREET. THE MOTION DID NOT PASS AS FOLLOWS:

AYES, AND IN FAVOR THEREOF: DIRECTOR PHINNEY AND  
BRADFORD.

NOES : DIRECTOR CARPENTER,  
MORRISON AND DOUGHERTY.

## **PUBLIC WORKS**

A written report on the status of the Public Works Department was submitted to the Board.

In answer to Director Dougherty's question regarding the status of District streetlights, Mr. Shaw and Mr. Cozad discussed sending staff out for two or three nights to drive the District and identify any streetlights that are out and then reporting that information to PG&E.

The following items were also discussed:

- Status of pre-qualifying bidders for the SCADA system.
- Status of Hazard Communication Program – will address at next Board meeting.
- Environmental Lab Accreditation Program (ELAP) certification – deficiency list has been addressed and sent into the State.
- Retrofitting older Water Treatment Plant to address backwash.
- Status of Algodon Rd and Wheeler Ranch Water Treatment Plant Solar Project – The Algodon Road Solar Project is still moving forward. Mr. Shaw appeared before Linda Fire Department Board asking for consideration to use some of the land slated for the new Fire Station for the Solar Project. The Linda Fire Department Board met again and decided against allowing OPUD to use a  $\frac{3}{4}$  acre of their  $1\frac{3}{4}$  acre parcel.
- Uniform Policy – The uniform specifics are not in the MOU. There needs to be some definition to what to wear and when to wear the provided uniforms. Staff is working on a Uniform Policy.

Staff discussed with the Board the status of the Richard “Doug” Donahue Park completion.

The Board was provided with a revised Assess Depreciation Schedule.

Mr. Shaw discussed with the Board the modifications to the Richard “Doug” Donahue Park irrigation system.

## **WASTEWATER COLLECTION AND TREATMENT FACILITIES**

A written report on the status of the WWTF was submitted to the Board. Additionally, Mr. Price discussed an upcoming project regarding the cleaning of the influent flow meter.

Mr. Price discussed the need for upgrades to the SCADA computer and software.

## **PARKS AND PUBLIC FACILITIES**

A written report on the status of the parks and district facilities was submitted to the Board.

Staff reported on the actions taken in support of the tree lighting at Becker park.

Mr. Shaw and Mr. Cozad discussed with the Board the funding for maintenance on CSA 66 parks, including changing the specification on new parks to address lower maintenance cost items such as tennis courts and basketball courts.

### **OPERATIONS AND MAINTENANCE DEPARTMENT**

A written report was submitted to the Board concerning the activities in the Operations Department.

Mr. Cozad reported on the fluoride concentration in Olivehurst and Plumas Lake systems.

President Dougherty called for a 5 minute recess at 9:37 p.m.

President Dougherty called the meeting back to order at 9:47 p.m.

Mr. Cozad discuss with the Board issues he is having with the Sensus water meters. Staff was directed to place an item on the next agenda to change the water meter bid specifications from Sensus and advise the company of the Districts intention. The Public Works Director was further directed to set up a meeting with Ford Hoover from Sensus, to discuss these issues.

### **FIRE DEPARTMENT**

A written report on the status of the Fire Department was submitted to the Board.

A written District Safety Report was submitted to the Board.

Chief Harrison updated the Board on the Fire Department Intern Program.

Chief Harrison updated the Board on the status of the Hazard Communication Program. The document is still in the hands of Yuba County legal counsel for review.

### **BUSINESS OFFICE**

A written report was submitted to the Board concerning the activities in the Business Office.

The Board was presented with a staff report on the replacing of computers in the OPUD Business Office.

**A MOTION WAS MADE BY DIRECTOR MORRISON, SECONDED BY DIRECTOR CARPENTER, AND PASSED UNANIMOUSLY TO AUTHORIZE PURCHASE OF FOUR COMPUTERS FOR THE BUSINESS OFFICE.**

The Board was presented with a staff report regarding filling the Account Clerk II position through the lateral transfer/process process.

A MOTION WAS MADE BY DIRECTOR DOUGHERTY, SECONDED BY DIRECTOR CARPENTER, AND PASSED UNANIMOUSLY TO APPROVE FILLING THE ACCOUNT CLERK II POSITION VIA THE LATERAL TRANSFER PROMOTION PROCESS.

### **RESOURCES COORDINATOR REPORT**

Ms. Van Meter gave a status report on the Wastewater Treatment Plant Operation Grade III (limited term) position.

Mr. Shaw commented that the original motion regarding the practice of having two Board meetings per month was for a three month trial period, which means through the month of January.

Ms. Van Meter gave a status report on the changes to the District's health insurance provider.

### **NEGOTIATIONS**

The completed Memorandum of Understanding (MOU) between Operating Engineers Local Union No. 3 Public Employees Division and OPUD for the Business Office Unit was presented to the Board.

A MOTION WAS MADE BY DIRECTOR BRADFORD, SECONDED BY DIRECTOR PHINNEY, AND PASSED UNANIMOUSLY TO APPROVE THE MOU BETWEEN OPERATING ENGINEERS LOCAL UNION NO. 3 PUBLIC EMPLOYEES DIVISION AND OPUD FOR THE BUSINESS OFFICE UNIT, AS PRESENTED.

Mr. Shaw discussed with the Board the need for a negotiator for the MPEA Unit.

A MOTION WAS MADE BY DIRECTOR DOUGHERTY, SECONDED BY DIRECTOR MORRISON AND PASSED UNANIMOUSLY TO DESIGNATE MINASIAN LAW FIRM (MOST LIKELY EMILY LAMOE) AS THE NEGOTIATOR FOR THE MPEA UNIT.

### **REPORTS**

There was no reports from the Directors.

Mr. Shaw thanked the Board for their patience with the changes in shape and direction of the first meeting of the month to address some of the items that would normally be discussed in committees.

### **ADJOURNMENT**

As there was no further business to come before the Board at this time, the meeting was adjourned at 10:36 p.m.