

AGENDA
OLIVEHURST PUBLIC UTILITY DISTRICT (OPUD)
BOARD OF DIRECTORS SPECIAL MEETING
5:00 p.m., Wednesday, March 24, 2021
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”.

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*

**D/A - Discussion/Action

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 5:01 p.m. by Director Floe.

2. Roll Call

Directors Present: Director Burbank, Director Nelson, Director Perrault, and Director Floe.
Directors Absent: Director Griego.

Also Present: John Tillotson, General Manager; Karin Helvey, Financial Manager; Cindy Van Meter, Office Manager; Deirdre Joan Cox, Legal Counsel; Virgil Willard, Water and Operations Manager; and Bri Anne Ritchie, District Clerk.

3. Public Participation

No members of the public were present.

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.

4. Human Resources

4.1. [Consider approving the updated position description for Park Maintenance Coordinator – D/A](#)

4.1.1. Public comment

4.1.2. Questions/comments from Directors

4.1.3. Entertain motions and take roll as appropriate

A motion was made by Director Burbank and seconded by Director Perrault to approve the updated position description for Park Maintenance Coordinator. The motion passed as follows:

Ayes: Directors Burbank, Nelson, Perrault, and Floe

Noes: None

Absent: Director Griego

4.2. Consider approving the Park Maintenance Coordinator eligibility list and authorize the General Manager to hire per OPUD policies and procedures – D/A

4.2.1. Public comments

4.2.2. Questions/comments from Directors

4.2.3. Entertain motions and take roll as appropriate

A motion was made by Director Burbank and seconded by Director Nelson to approve the Park Maintenance Coordinator eligibility list and authorize the General Manager to hire per OPUD policies and procedures. The motion passed as follows:

Ayes: Directors Burbank, Nelson, Perrault, and Floe

Noes: None

Absent: Director Griego

5. Adjourn

5.1. Entertain motion to adjourn.

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

Ayes: Directors Burbank, Nelson, Perrault, and Floe

Noes: None

Absent: Director Griego

The meeting was adjourned at 5:09 p.m.