

AGENDA
OLIVEHURST PUBLIC UTILITY DISTRICT (OPUD)
BOARD OF DIRECTORS REGULAR MEETING
7:00 p.m., Thursday, August 19, 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 7:00 p.m. by Director Floe.

2. Pledge of Allegiance

3. Roll Call

Directors Present: Director Burbank and Director Griego, Director Nelson, Director Perrault, and Director Floe
 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; Bri Anne Ritchie, District Clerk; 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 July 15, 2021 Regular Meeting.](#)

5.2. [Approve July 2021 Claims for Payment.](#)

5.3. [Approve July 2021 Overtime Report.](#)

5.4. [Review Revenue and Expenditure Summary July 28, 2021 FY 2021 \(Strategic Plan 5.3 & 5.4\).](#)

5.5. [Review Water Sales July 2016 to July 2021 \(Strategic Plan 5.1, 5.3\).](#)

5.6. [Review Invoice Cloud Activity through August 11, 2021 \(Strategic Plan 5.1, 5.3\).](#)

5.7. Entertain motions for approval of consent agenda and take roll as appropriate.

**D/A - Discussion/Action

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

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

Noes: None

Absent: None

6. District Business

6.1. [Receive an update on CSDA COVID relief efforts in the state budget for special districts – D/A](#)

6.1.1. Public comment

6.1.2. Questions/comments from Directors

6.1.3. Entertain motions from Directors

Directors received an update. No motion was made.

6.2. Discuss Voting Rights Act Ward Based OPUD Board Elections – D/A

6.2.1. Public comment

6.2.2. Questions/comments from Directors

6.2.3. Entertain motions from Directors

Directors received an update. No motion was made.

6.3. [Receive an update on Yuba County Municipal Water/Wastewater Utility Bill Payment Program – D/A](#)

6.3.1. Public comment

6.3.2. Questions/comments from Directors

6.3.3. Entertain motions and take roll as appropriate

Directors received an update. No motion was made.

6.4. [Receive update on Water Account Analysis and consider adding it to the consent agenda – D/A](#)

6.4.1. Public comment

6.4.2. Questions/comments from Directors

6.4.3. Entertain motions and take roll as appropriate

A motion was made by Director Griego and seconded by Director Burbank to add the Water Account Analysis to the consent agenda. The motion passed as follows:

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

Noes: None

Absent: None

6.5. Public Hearing for the annexation of Riverside Meadows to CFD 2005-2 for Parks Maintenance – D/A

6.5.1. Open the Public Hearing.

6.5.2. Confirmation of required notice by law.

6.5.3. Confirmation of written comments/protests.

6.5.4. Staff Presentation.

6.5.5. Public Comment

There were no written comments or protests received and no public comment. The Public Hearing closed at 7:18 p.m.

6.5.6. [Consider approving OPUD Resolution No. 2376, a resolution calling an election to vote on the annexation of Riverside Meadows into OPUD CFD 2005-2 for parks maintenance \(annexation 9\) – D/A](#)

- 6.5.6.1. Public comment
- 6.5.6.2. Questions/comments from Directors
- 6.5.6.3. Entertain motions and take roll as appropriate

A motion was made by Director Griego and seconded by Director Burbank to approve OPUD Resolution No. 2376, a resolution calling an election to vote on the annexation of Riverside Meadows into OPUD CFD 2005-2 for parks maintenance. The motion passed as follows:

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

6.5.7. [Consider approving OPUD Resolution No. 2377, a resolution declaring election results for vote on the annexation of Riverside Meadows into OPUD CFD 2005-2 for parks maintenance \(annexation 9\) – D/A](#)

- 6.5.7.1. Public comment
- 6.5.7.2. Questions/comments from Directors
- 6.5.7.3. Entertain motions and take roll as appropriate

A motion was made by Director Burbank and seconded by Director Griego approving OPUD Resolution No. 2377, a resolution declaring election results for vote on the annexation of Riverside Meadows into OPUD CFD 2005-2 for parks maintenance. The motion passed as follows:

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

6.5.8. [Consider waiving the first and second reading and the adoption of OPUD Ordinance 214, levying the tax on Riverside Meadows for OPUD CFD 2005-2 for parks maintenance \(annexation 9\) – D/A](#)

- 6.5.8.1. Public comment
- 6.5.8.2. Questions/comments from Directors
- 6.5.8.3. Entertain motions and take roll as appropriate

A motion was made by Director Burbank and seconded by Director Perrault to waive the first and second reading and the adoption of OPUD Ordinance No. 214, levying the tax on Riverside Meadows for OPUD CFD 2005-2 for parks maintenance. The motion passed as follows:

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

Noes: None
Absent: None

7. Public Works

Parks

7.1. [Consider approving the funding option for OPUD Pool Repair – 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 Griego and seconded by Director Burbank authorizing the General Manager to enter into a contract for the repair of the OPUD pool. If there is no funding available through a grant, it is further authorized to move forward with the proposed funding mechanism. The motion passed as follows:

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

7.2. [Consider approving memorial plaque to be affixed on a bench at Eufay Woods, Sr. Memorial Park in honor of community member Ronn Coffman – D/A](#)

- 7.2.1. Public comment
- 7.2.2. Questions/comments from Directors
- 7.2.3. Entertain motions and take roll as appropriate

A motion was made by Director Nelson and seconded by Director Burbank approving a memorial plaque to be affixed on a bench at Eufay Woods, Sr. Memorial Park in honor of community member Ronn Coffman subject to approval of plaque wording and design. The motion passed as follows:

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

Water/Wastewater

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

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

Directors received an update. No motion was made.

8. Fire Department

8.1. [Consider approving the purchase of a new International Model 34 Fire Truck under California State Contract No. 1-17-23-21B Supp9 through Boise Mobile Equipment \(BME\) by using Financial Manager’s recommendations on loan analysis – 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 Burbank and seconded by Director Perrault approving the purchase of a new International Model 34 Fire Truck under California State Contract No. 1-17-23-21B Supp9 through Boise Mobile Equipment (BME) by using Financial Manager's recommendations on loan analysis. The motion passed as follows:

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

Noes: None

Absent: None

8.2. Receive update on Hard Rock contract negotiations – 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 the Public Works Engineer eligibility list and authorize the General Manager to hire per OPUD policies and procedures – 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 Griego approving the Public Works Engineer eligibility list and authorizing the General Manager to hire per OPUD policies and procedures. The motion passed as follows:

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

Noes: None

Absent: None

9.2. Consider approving the Wastewater Collection Systems Operator I eligibility list and authorize the General Manager to hire per OPUD policies and procedures – D/A

9.2.1. Public comment

9.2.2. Questions/comments from Directors

9.2.3. Entertain motions and take roll as appropriate

A motion was made by Director Perrault and seconded by Director Burbank approving the Wastewater Collection Systems Operator 1 eligibility list and authorizing the General Manager to hire per OPUD policies and procedures. The motion passed as follows:

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

Noes: None

Absent: None

9.3. Consider approval of the memorandum of understanding (MOU) between Olivehurst Public Utility District and Member of the Management & Professional Employees Association (MPEA) – 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 Griego and seconded by Director Perrault approving the memorandum of understanding (MOU) between Olivehurst Public Utility District and Member of the Management & Professional Employees Association (MPEA) pending legal review. The motion passed as follows:

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

Noes: None

Absent: None

9.4. [Consider sending Board Clerk to the Annual Board Clerk Conference – D/A](#)

9.4.1. Public comment

9.4.2. Questions/comments from Directors

9.4.3. Entertain motions and take roll as appropriate

A motion was made by Director Griego and seconded by Director Nelson approving sending the Board Clerk to the Annual Board Clerk Conference. The motion passed as follows:

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

Noes: None

Absent: None

10. Board Committee Schedule

10.1. September 2021 Committee Meeting Schedule.

10.1.1. Fire & Safety Committee – Tuesday, August 31, 2021 at 4:00 p.m.

10.1.2. Parks & Recreation Committee – Tuesday, August 31, 2021 at 5:00 p.m.

10.1.3. Water & Wastewater Committee – Wednesday, September 1, 2021 at 5:45 p.m.

11. Reports (non-action items)

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

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

11.3. [August 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 was convened at 8:08 p.m.

13.1. Conference with Labor Negotiator (Gov. Code § 54957.6) – It is the intention of the Board to meet in closed session to review its position and to instruct its designated representatives:

Agency Designated Representative: John Tillotson, General Manager

Name of Employee Organization: Operating Engineers Local Union No. 3 Public Employees Division, on Behalf of the Business and Utility Unit

14. Meeting Reconvened – Closed session was adjourned at 8:32 p.m.

14.1. Announcement of reportable actions taken in closed session.

No reportable action to report.

15. Adjourn

15.1. Entertain motion to adjourn.

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

Ayes: Director Nelson, Perrault, and Floe

Noes: None

Absent: Directors Burbank and Griego

The meeting was adjourned at 8:34 p.m.